

State of California
Department of Community Services and Development

Weatherization Assistance Program
for Low-Income Persons



2008 State Plan and Application
to the
U.S. Department of Energy

Arnold Schwarzenegger
Governor
State of California

Kim Belshé
Secretary
California Health and
Human Services Agency

Lloyd Throne
Director
Department of Community
Services and Development

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Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s) <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation *Other (Specify) _____ <input type="checkbox"/> Revision	
*3. Date Received: 4. Applicant Identifier:		
5a. Federal Entity Identifier:		*5b. Federal Award Identifier: R021678
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
*a. Legal Name: State of California		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 946001347		*c. Organizational DUNS: 929578268
d. Address:		
*Street 1: <u>700 North 10th Street, Rm. D215A</u> Street 2: _____ *City: <u>Sacramento</u> County: <u>Sacramento</u> *State: <u>CA</u> Province: _____ *Country: <u>U.S.A.</u> *Zip / Postal Code <u>95814</u>		
e. Organizational Unit:		
Department Name: Community Services and Development		Division Name: Energy & Environmental Services
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <u>Mr.</u> *First Name: <u>Jason</u> Middle Name: _____ *Last Name: <u>Wimbley</u> Suffix: _____		
Title: Division Chief		
Organizational Affiliation:		
*Telephone Number: 916-341-4356 Fax Number: 916-341-4356		
*Email: jwimbley@csd.ca.gov		

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

State government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Energy

11. Catalog of Federal Domestic Assistance Number:

81.042

CFDA Title:

Weatherization Assistance for Low-Income Persons

***12 Funding Opportunity Number:**

DE-FA26-008000008

*Title:

Program Year 2008 Weatherization Formula Grants

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Statewide

***15. Descriptive Title of Applicant's Project:**

Weatherization Assistance for Low-Income Persons

Application for Federal Assistance SF-424		Version 02														
16. Congressional Districts Of: <div style="display: flex; justify-content: space-between;"> *a. Applicant: 05 *b. Program/Project: Statewide </div> Attach an additional list of Program/Project Congressional Districts if needed.																
17. Proposed Project: <div style="display: flex; justify-content: space-between;"> *a. Start Date: 07/01/08 *b. End Date: 06/30/09 </div>																
18. Estimated Funding (\$): <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">*a. Federal</td> <td style="border-bottom: 1px solid black; text-align: right;">6,265,676</td> </tr> <tr> <td>*b. Applicant</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>*c. State</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>*d. Local</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>*e. Other</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>*f. Program Income</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>*g. TOTAL</td> <td style="border-bottom: 1px solid black; text-align: right;">6,265,676</td> </tr> </table>			*a. Federal	6,265,676	*b. Applicant		*c. State		*d. Local		*e. Other		*f. Program Income		*g. TOTAL	6,265,676
*a. Federal	6,265,676															
*b. Applicant																
*c. State																
*d. Local																
*e. Other																
*f. Program Income																
*g. TOTAL	6,265,676															
*19. Is Application Subject to Review By State Under Executive Order 12372 Process? <div style="margin-top: 5px;"> <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372 </div>																
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.) <div style="margin-top: 5px;"> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Explanation: _____ </div>																
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <div style="margin-top: 5px;"> <input checked="" type="checkbox"/> ** I AGREE </div> <div style="margin-top: 5px; font-size: small;"> ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions </div>																
Authorized Representative: <table style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 35%;">Prefix: <u>Mr.</u></td> <td style="width: 65%;">*First Name: <u>Lloyd</u></td> </tr> <tr> <td>Middle Name: _____</td> <td></td> </tr> <tr> <td>*Last Name: <u>Throne</u></td> <td></td> </tr> <tr> <td>Suffix: _____</td> <td></td> </tr> </table>			Prefix: <u>Mr.</u>	*First Name: <u>Lloyd</u>	Middle Name: _____		*Last Name: <u>Throne</u>		Suffix: _____							
Prefix: <u>Mr.</u>	*First Name: <u>Lloyd</u>															
Middle Name: _____																
*Last Name: <u>Throne</u>																
Suffix: _____																
*Title: Director																
*Telephone Number: 916-341-4200		Fax Number:														
* Email:																
*Signature of Authorized Representative: <u>Lloyd Throne</u>		*Date Signed: <u>4-30-08</u>														

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry:	Item	Entry:
1.	Type of Submission: (Required): Select one type of submission in accordance with agency instructions. <ul style="list-style-type: none"> • Preapplication • Application • Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date. 	10.	Name Of Federal Agency: (Required) Enter the name of the Federal agency from which assistance is being requested with this application.
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> • New – An application that is being submitted to an agency for the first time. • Continuation – An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision – Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. <ul style="list-style-type: none"> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify) 	11.	Catalog Of Federal Domestic Assistance Number/Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
3.	Date Received: Leave this field blank. This date will be assigned by the Federal agency.	12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
4.	Applicant Identifier: Enter the entity identifier assigned by the Federal agency, if any, or applicant's control number, if applicable.	13.	Competition Identification Number/Title: Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.
5a.	Federal Entity Identifier: Enter the number assigned to your organization by the Federal Agency, if any.	14.	Areas Affected By Project: List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions.	15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.
6.	Date Received by State: Leave this field blank. This date will be assigned by the State, if applicable.	16.	Congressional Districts Of: (Required) 16a. Enter the applicant's Congressional District, and 16b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5 th district, CA-012 for California 12 th district, NC-103 for North Carolina's 103 rd district. <ul style="list-style-type: none"> • If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. • If nationwide, i.e. all districts within all states are affected, enter US-all. • If the program/project is outside the US, enter 00-000.
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the State, if applicable.	17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.
8.	Applicant Information: Enter the following in accordance with agency instructions: <ul style="list-style-type: none"> a. Legal Name: (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website. b. Employer/Taxpayer Number (EIN/TIN): (Required): Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444. c. Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website. d. Address: Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US). e. Organizational Unit: Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the 	18.	Estimated Funding: (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
		19.	Is Application Subject to Review by State Under Executive Order 12372 Process? Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the

	assistance activity, if applicable. f. Name and contact information of person to be contacted on matters involving this application: Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application.		State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State.		
			20. Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. If yes, include an explanation on the continuation sheet.		
P.	Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions. <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority </td> <td style="vertical-align: top; width: 50%;"> M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify) </td> </tr> </table>		A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority	M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)	21. Authorized Representative: (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant. A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)
A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority	M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)				

Budget Information - Non Construction Programs

OMB Approval No. 0348-0044

Section A - Budget Summary					New or Revised Budget		
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		Federal (c)	Non-Federal (d)		Total (g)
		Federal (c)	Non-Federal (d)		Federal (e)	Non-Federal (f)	
1. DOE WAP	81.042				\$6,265,676		\$6,265,676
2. DOE WAP	81.042				\$28,241		\$28,241
3.							\$0
4.							\$0
5. Totals		\$0	\$0		\$6,293,917	\$0	\$6,293,917
Section B - Budget Categories							
6. Object Class Categories	Grant Program, Function or Activity				Total (5)		
	(1) Grantee Administration	(2) Subgrantee Admin	(3) Grantee T&TA	(4) Subgrantee T&TA			
a. Personnel	\$130,019		\$116,737				\$246,756
b. Fringe Benefits	\$43,738		\$39,270				\$83,008
c. Travel	\$2,600		\$22,400				\$25,000
d. Equipment							\$0
e. Supplies	\$2,000						\$2,000
f. Contractual		\$313,284	\$45,000		\$147,665		\$505,949
g. Construction							\$0
h. Other							\$0
i. Total Direct Charges (sum of 6a-6h)	\$178,357	\$313,284	\$223,407		\$147,665		\$862,713
j. Indirect Charges	\$134,927		\$121,144				\$256,071
k. Totals (sum of 6i-6j)	\$313,284	\$313,284	\$344,551		\$147,665		\$1,118,784
7. Program Income							\$0

Budget Information - Non Construction Programs

OMB Approval No. 0348-0044

Section A - Budget Summary						
Grant Program Function or Activity (a)	Category of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						\$0
2.						\$0
3.						\$0
4.						\$0
5.	Totals	\$0	\$0	\$0	\$0	\$0
Section B - Budget Categories						
Object Class Categories		Grant Program, Function or Activity				Total (5)
		(1) Program Operations	(2) Health & Safety	(3) Vehicles & Equipment	(4) Liability Insurance	
a. Personnel						\$0
b. Fringe Benefits						\$0
c. Travel						\$0
d. Equipment						\$0
e. Supplies						\$0
f. Contractual		\$3,795,100	\$1,265,033	\$0	\$115,000	\$5,175,133
g. Construction						\$0
h. Other						\$0
i. Total Direct Charges (sum of 6a-6h)		\$3,795,100	\$1,265,033	\$0	\$115,000	\$5,175,133
j. Indirect Charges						\$0
k. Totals (sum of 6i-6j)		\$3,795,100	\$1,265,033	\$0	\$115,000	\$5,175,133
7. Program Income						\$0

SF-424A (Rev. 4-92)

Prescribed by OMB Circular A-102

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Budget Information - Non Construction Programs

OMB Approval No. 0348-0044

Section A - Budget Summary					Estimated Unobligated Funds			New or Revised Budget	
Grant Program Function or Activity (a)	Granting of Federal Domestic Assistance Number (b)	Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)			
1.									\$0
2.									\$0
3.									\$0
4.									\$0
5.	Totals	\$0	\$0	\$0		\$0			\$0
Section B - Budget Categories									
		Grant Program, Function or Activity					Total (5)		
		(1) Leveraging	(2) Financial Audits	(3)	(4)				
6. Object Class Categories									
a. Personnel									\$0
b. Fringe Benefits									\$0
c. Travel									\$0
d. Equipment									\$0
e. Supplies									\$0
f. Contractual		\$0	\$0						\$0
g. Construction									\$0
h. Other									\$0
i. Total Direct Charges (sum of 6a-6f)		\$0	\$0		\$0				\$0
j. Indirect Charges									\$0
k. Totals (sum of 6i-6j)		\$0	\$0		\$0				\$0
7. Program Income									\$0

SF-424A (Rev. 4-92)

Prescribed by OMB Circular A-102

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Budget Explanation

Personnel

Positions to be supported under the proposed award and brief descriptions of the duties of professionals:

Position	Description of Duties
Staff Services Manager III	Program Management
Staff Services Manager II	Program Management
Staff Services Manager I	Field Operations Management
Research Analyst II	Technical Support
Assoc. Govt. Program Analyst	Technical Support
Assoc. Govt. Program Analysts (5)	Field Operations
Staff Services Analyst	Technical Support
Staff Services Analyst	Field Operations
Staff Services Analyst (2)	Support Services
Accounting Officer	Fiscal Management

Direct Personnel Compensation:

Position	Salary/Range	Time	Direct Pay
Staff Services Manager III	\$86,736	5% FT	\$4,484
Staff Services Manager II	\$78,072	15% FT	12,109
Staff Services Manager I	\$71,112	23% FT	23,528
Research Analyst II	\$65,172	50% FT	32,094
Assoc. Govt. Program Analyst	\$64,176	32% FT	20,536
Assoc. Govt. Program Analysts (5)	\$62,940	32% FT	100,704
Staff Services Analyst	\$40,404	32% FT	12,929
Staff Services Analyst	\$53,352	32% FT	17,073
Staff Services Analyst (2)	\$48,264	15% FT	14,479
Accounting Officer	\$58,800	15% FT	8,820
Total Direct Personnel Compensation			\$246,756

Fringe Benefits

The fringe benefit rate is based upon actual percentages used to pay for benefits of all State employees. The total amount of fringe benefits is calculated based upon a prorated amount of the annual salary of each classification that is attributable to DOE activities.

Benefit	Rate
Retirement	15.15%
Payroll Taxes	7.50%
Medical Insurances	7.14%
Other Benefits	3.85%
Total Fringe Benefit Rate	33.64%

Fringe Benefits - continued

Position	Direct Pay	Rate	Benefit
Staff Services Manager III	\$4,484	33.64%	\$1,509
Staff Services Manager II	\$12,109	33.64%	4,073
Staff Services Manager I	\$23,528	33.64%	7,915
Research Analyst II	\$32,094	33.64%	10,796
Assoc. Govt. Program Analysts	\$121,240	33.64%	40,785
Staff Services Analysts	\$44,481	33.64%	14,963
Accounting Officer	\$8,820	33.64%	2,967
Total Fringe Benefits			\$83,008

Travel

Proposed travel:

Purpose of Trip	Number of Trips	Cost per Trip	Total
Energy OutWest Regional Meeting (In-State)	1	\$1,145	\$1,145
Energy OutWest Regional Meeting (Out-of-State)	1	\$1,455	1,455
NASCSP Meetings	2	\$1,870	3,740
PG&E Energy Training Center	2	\$475	950
Monitoring Trips	41	\$432	17,710
Total Travel			\$25,000

Materials and Supplies

Supplies to be purchased and justification of need:

General Category	Justification	Cost
General office supplies	Normal business operations	\$2,000

Contracts and Subgrants

Name of Proposed Sub	Basis of Cost	Total Cost
Wx Service Providers	Net allocation after Grantee admin and T&TA; Allocated by 3-factor formula; see Subgrantee Information for Provider allocation breakdown (Pages 13-33)	\$5,636,082
Third Party Inspections – Richard Heath & Assoc. (RHA)	Weatherized unit inspections; Pro-rated portion of \$1.6M award	45,000
Total Contracts and Subgrants		\$5,681,082

Indirect Costs:

2007 PCA Code	Account	2007 Actual Expenditures YTD ¹		2008 Budget Estimate ²	
Total DOE Expenditures		\$373,202		\$657,835	
Direct Costs					
25007	Salaries & Benefits	88,313	23.66%	173,757	26.41%
25007	Travel	779	0.21%	2,600	0.40%
25007	Supplies	11	0.00%	2,000	0.30%
25107	Salaries & Benefits	55,673	14.92%	156,007	23.72%
25107	Travel	260	0.07%	22,400	3.41%
25107	Supplies	4	0.00%	-	
25107	Other Direct Costs			45,000	6.84%
Total Direct Costs		145,040	38.86%	401,764	61.07%
Indirect Costs – Departmental Services					
25007	Other – Dept Svs	5,058	1.36%		
25007	Indirect Distrib Cost	131,319	35.19%		
25107	Other – Dept Svs	9,515	2.55%		
25107	Indirect Distrib Costs	82,270	22.04%		
Total Indirect Costs		\$228,162	61.14%	\$256,071	38.93%

Indirect Cost Account	Direct Total	Indirect Rate	Total Indirect Costs
Total DOE Expenditures	\$657,835	38.9263%	\$256,070

¹ Because the 2007 program year has not been closed out, the expenditures were projections based upon actual expenditures as of 3/31/08.

² Salaries and benefits will increase because the number of monitoring visits has been scheduled at their normal levels.

Subgrantee Information

Subgrantee	Amador-Tuolumne Community Action Agency (ATCAA)		
Address	935 South State Highway 49		
City	Jackson CA 95642		
Executive Director	Shelly Hance		
Phone	(209) 223-1485	Ext.	Fax (209) 223-4178
Email	shance@atcaa.org		
Energy Coordinator	Christine Porovich		
Phone	(209) 223-1485	Ext.	Fax (209) 223-4178
Email			

Funds (tentative)	\$39,680	Units (tentative)	23
Service Area	Amador, Calaveras, and Tuolumne Counties		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	03 19		

Subgrantee	Campesinos Unidos, Inc.		
Address	P.O. Box 39		
City	Brawley CA 92227		
Executive Director	Jose Lopez		
Phone	(760) 344-4500	Ext.	Fax (760) 344-0322
Email	cuicsbg@brawleyonline.com		
Energy Program Director	Toni Carrillo		
Phone	(760) 344-4500	Ext.	Fax (760) 344-0322
Email	tonic@cuibrawley.com		

Funds (tentative)	\$211,883	Units (tentative)	122
Service Area	Imperial and San Diego Counties, Energy Area A		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	49 50 51 52 53		

Subgrantee Information

Subgrantee	Central Coast Energy Services, Inc.		
Address	PO Box 2707		
City	Watsonville CA 95077-2707		
Executive Director	Dennis Osmer		
Phone	(831) 761-7081	Ext.	Fax (831) 761-1747
Email	dennis@energyservices.org		
Program Manager	John Farrow		
Phone	(831) 761-7081	Ext.	Fax (831) 761-1747
Email	john@energyservices.org		
Funds (tentative)	\$150,031	Units (tentative)	87
Service Area	Monterey, San Benito and Santa Cruz Counties		
Organization Type	Local action agency	Sources of Labor	Direct hire
Congressional Districts	14 17		

Subgrantee	Central Valley Opportunity Center, Inc. (CVOC)		
Address	P.O. Box 1389		
City	Winton CA 95388		
Executive Director	Ernie Flores		
Phone	(209) 357-0062	Ext.	Fax (209) 357-0071
Email	eflores@cvoc.org		
Program Manager	Jean Warren		
Phone	(209) 357-0062	Ext.	Fax (209) 357-0071
Email	jwarren@cvoc.org		
Funds (tentative)	\$102,157	Units (tentative)	59
Service Area	Stanislaus County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	18 19		

Subgrantee Information

Subgrantee	City of Berkeley		
Address	2180 Milvia Street, Second Floor		
City	Berkeley CA 94704		
Executive Director	Oscar Sung		
Phone	(510) 987-5434	Ext.	Fax (510) 644-8618
Email	osung@ci.berkeley.ca.us		
Energy Officer	Neil DeSnoo		
Phone	(510) 644-8544	Ext.	Fax (510) 644-8618
Email	ndesnoo@ci.berkeley.ca.us		
Funds (tentative)	\$24,805	Units (tentative)	14
Service Area	Alameda County serving Albany, Berkeley, and Emeryville		
Organization Type	City government	Sources of Labor	Direct hire and subcontractors
Congressional Districts	09 · 10		

Subgrantee	Colusa-Glenn-Trinity Community Action Agency		
Address	420 East Laurel Street		
City	Willows CA 95988		
Executive Director	Kim Gagghagen		
Phone	(530) 934-6510	Ext.	Fax (530) 934-6650
Email	kgagghagen@hra.co.glenn.ca.us		
Energy Programs Mgr.	Linda Joseph		
Phone	(530) 934-6510	Ext.	Fax (530) 934-6650
Email	ljoseph@hra.co.glenn.ca.us		
Funds (tentative)	\$25,022	Units (tentative)	14
Service Area	Colusa, Glenn and Trinity Counties		
Organization Type	Local action agency/Co	Sources of Labor	Direct hire and subcontractors
Congressional Districts	02		

Subgrantee Information

Subgrantee	Community Action Agency of Butte Co., Inc.		
Address	2255 Del Oro Avenue		
City	Oroville CA 95965		
Executive Director	Thomas Tenorio		
Phone	(530) 538-7559	Ext.	Fax (530) 533-7470
Email	ttenorio@buttecaa.com		
Program Manager	Rae Rush		
Phone	(530) 538-7534	Ext.	Fax (530) 538-7214
Email	rrush@buttecaa.com		
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Funds (tentative)	\$65,639	Units (tentative)	38
Service Area	Butte County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	02 04		

Subgrantee	Community Action Agency of San Mateo County, Inc.		
Address	930 Brittan Avenue		
City	San Carlos CA 94070		
Executive Director	William Parker		
Phone	(650) 595-1342	Ext.	Fax (650) 595-5376
Email	wparker@baprc.com		
Programs Manager	Diane Shakoor		
Phone	(650) 595-1342	Ext.	Fax (650) 595-5376
Email	dshakoor@caasm.org		
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Funds (tentative)	\$229,716	Units (tentative)	133
Service Area	San Mateo and Santa Clara County		
Organization Type	Local action agency	Sources of Labor	Direct hire
Congressional Districts	12 14		

Subgrantee Information

Subgrantee	Community Action Commission of Santa Barbara County		
Address	5638 Hollister Avenue, Suite 230		
City	Goleta CA 93117		
Executive Director	Fran Forman		
Phone	(805) 964-8857	Ext.	Fax (805) 683-5872
Email	fforman@cacsb.com		
Director of Env. Serv.	Mike Culbertson		
Phone	(805) 964-8857	Ext.	Fax (805) 964-6798
Email	mculbertson@cacsb.com		
Funds (tentative)	\$74,656	Units (tentative)	43
Service Area	Santa Barbara County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	23 24		

Subgrantee	Community Action Partnership of Kern Co.		
Address	300 19th Street		
City	Bakersfield CA 93301-4502		
Executive Director	Fred Drew		
Phone	(661) 336-5236	Ext.	Fax (661) 322-2237
Email	fdrew@capk.org		
Wx Manager	Loretta Andrews		
Phone	(661) 336-5203	Ext.	Fax (661) 336-5263
Email	landrew@capk.org		
Funds (tentative)	\$191,550	Units (tentative)	110
Service Area	Kern County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	20 22		

Subgrantee Information

Subgrantee	Community Action Partnership of Orange County		
Address	7180 Lampson Avenue		
City	Garden Grove CA 92841		
Executive Director	Buddy Ray		
Phone	(714) 897-6670	Ext.	Fax (714) 894-5404
Email	bray@capoc.org		
Wx Director	Kathy Kifaya		
Phone	(714) 897-6670	Ext.	Fax (714) 894-5404
Email	kkifaya@capoc.org		
Funds (tentative)	\$239,353	Units (tentative)	138
Service Area	Orange County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	40 42 44 46 47 48		

Subgrantee	Community Action Partnership of Riverside County		
Address	2038 Iowa Avenue, Suite B-102		
City	Riverside CA 92507		
Executive Director	Lois J. Carson		
Phone	(951) 955-4900	Ext.	Fax (951) 955-6506
Email	lcarson@riversidedpss.org		
Deputy Director	Maria Juarez		
Phone	(951) 955-4900	Ext.	Fax (951) 955-6506
Email	mjuarez@riversidedpss.org		
Funds (tentative)	\$233,542	Units (tentative)	135
Service Area	Riverside County		
Organization Type	County government	Sources of Labor	Subcontractors
Congressional Districts	41 44 45 49		

Subgrantee Information

Subgrantee	Community Action Partnership of San Bernardino County		
Address	696 S tippecanoe Ave		
City	San Bernardino CA 92415		
Chief Executive Officer	Patricia Nickols		
Phone	(909) 723-1514	Ext.	Fax (909) 723-1509
Email	pnickols@capsbc.sbcounty.gov		
EEES Program Manager	Bill Warren		
Phone	(909) 723-1621	Ext.	Fax (909) 723-1629
Email	bwarren@capsbc.sbcounty.gov		
Funds (tentative)	\$295,732	Units (tentative)	171
Service Area	San Bernardino County		
Organization Type	Local action agency/Co	Sources of Labor	Direct hire
Congressional Districts	25 26 41 42 43		

Subgrantee	Community Enhancement Services (CES)		
Address	16743 Schoenborn Street		
City	North Hills CA 91343		
President	Zigmund Vays		
Phone	(818) 894-8121	Ext.	Fax (818) 894-1329
Email	cesmnca@aol.com		
Wx Program Manager	Gennadiy Lukyanchuk		
Phone	(818) 895-8121	Ext.	Fax
Email	cesmnca@aol.com		
Funds (tentative)	\$331,580	Units (tentative)	191
Service Area	Los Angeles County, Energy Area I		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	25 26 27 28 29 30 31 33 34 35 36		

Subgrantee Information

Subgrantee	Community Resource Project, Inc. (CRP)		
Address	250 Harris Avenue, Suite 6		
City	Sacramento CA 95838		
Executive Director	Louise Perez		
Phone	(916) 567-5220	Ext.	Fax (916) 567-5208
Email	lperez@cresource.org		
Deputy Director	Joan Graham		
Phone	(916) 567-5220	Ext.	Fax (916) 567-5208
Email	jgraham@cresource.org		
Funds (tentative)	\$324,698	Units (tentative)	187
Service Area	Sacramento, Sutter and Yuba Counties		
Organization Type	Nonprofit	Sources of Labor	Direct hire
Congressional Districts	02 03 04 05 10		

Subgrantee	Community Services & Employment Training, Inc. (CSET)		
Address	PO Box 1350		
City	Visalia CA 93279-1350		
Executive Director	Carolyn Rose		
Phone	(559) 732-4194	Ext.	Fax (559) 733-3971
Email	crose@cset.org		
Assistant Director	Lily Rivera-Graves		
Phone	(559) 732-4194	Ext.	Fax (559) 627-1674
Email	lrivera@cset.org		
Funds (tentative)	\$146,996	Units (tentative)	85
Service Area	Tulare County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	21		

Subgrantee Information

Subgrantee	Contra Costa Emp. & Human Serv. Dept.		
Address	2520 Stanwell Drive, Suite 200		
City	Concord CA 94520		
Executive Director	Pat Stroh		
Phone	(925) 646-5990	Ext.	Fax (925) 646-5901
Email	pstroh@ccccsd.org		
Wx Manager	Michael Angelo Silva		
Phone	(925) 335-1116	Ext.	Fax (925) 646-4450
Email			

Funds (tentative)	\$123,050	Units (tentative)	71
Service Area	Contra Costa County		
Organization Type	Public agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	07 10 11		

Subgrantee	County of Nevada Community Development Agency		
Address	950 Maidu Avenue		
City	Nevada City CA 95959		
Executive Director	Steven De Camp		
Phone	(530) 265-1340	Ext.	Fax (530) 265-9854
Email	steven.decamp@co.nevada.ca.us		
Program Manager	Nina Bigley		
Phone	(530) 265-1340	Ext.	Fax (530) 265-9854
Email	nina.bigley@co.nevada.ca.us		

Funds (tentative)	\$28,490	Units (tentative)	16
Service Area	Nevada County		
Organization Type	County government	Sources of Labor	Direct hire and subcontractors
Congressional Districts	04		

Subgrantee Information

Subgrantee	Del Norte Senior Center		
Address	1765 Northcrest Drive		
City	Crescent City CA 95531		
Executive Director	Cynthia Brande		
Phone	(707) 464-3069	Ext.	Fax (707) 464-5096
Email	executivedirector@charter.net		
Program Manager	Eileen Silvey		
Phone	(707) 464-9013	Ext.	Fax (707) 464-5096
Email	energymanager@charter.net		
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Funds (tentative)	\$16,067	Units (tentative)	9
Service Area	Del Norte County		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	01		

Subgrantee	Economic Opportunity Commi, of San Luis Obispo Co.		
Address	3970 Short Street, Suite 110		
City	San Luis Obispo CA 93401		
Chief Executive Officer	Elizabeth Steinberg		
Phone	(805) 541-4122	Ext.	Fax (805) 541-4188
Email	esteinberg@eocslo.org		
Energy Programs Dir.	Jim McNamara		
Phone	(805) 541-4122	Ext.	Fax (805) 541-4188
Email	jmcnamara@eocslo.org		
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Funds (tentative)	\$41,992	Units (tentative)	24
Service Area	San Luis Obispo County		
Organization Type	Local action agency	Sources of Labor	Direct hire
Congressional Districts	22 23		

Subgrantee Information

Subgrantee	Economic Opportunity Council of San Francisco		
Address	1426 Fillmore Street, Suite 301		
City	San Francisco CA 94115		
Executive Director	Nathaniel Mason		
Phone	(415) 749-5600	Ext.	Fax (415) 749-3956
Email	nmason@pacbell.net		
Program Manager	Bryan Hong		
Phone	(415) 749-6487	Ext.	Fax (415) 749-3956
Email	bhong@pacbell.net		
Funds (tentative)	\$158,786	Units (tentative)	92
Service Area	San Francisco County		
Organization Type	Local action agency	Sources of Labor	Direct hire
Congressional Districts	08 12		

Subgrantee	El Dorado County Department of Community Services		
Address	937 Spring Street		
City	Placerville CA 95667		
Executive Director	Doug Nowka		
Phone	(530) 621-6150	Ext.	Fax (530) 295-2581
Email	nowka@co.el-dorado.ca.us		
Energy Coordinator	Celeste Cooney		
Phone	(530) 621-6150	Ext.	Fax (530) 295-2581
Email	ccooney@co.el-dorado.ca.us		
Funds (tentative)	\$55,927	Units (tentative)	32
Service Area	Alpine and El Dorado Counties		
Organization Type	County government	Sources of Labor	Direct hire
Congressional Districts	03 04		

Subgrantee Information

Subgrantee	Fresno County Economic Opportunities Commission		
Address	1920 Mariposa Mall, Suite 300		
City	Fresno CA 93721		
Executive Director	Roger Palomino		
Phone	(559) 263-1010	Ext.	Fax
Email			
Director of Operations	George Egawa		
Phone	(559) 263-1041	Ext.	Fax (559) 485-3737
Email	george.egawa@fresnoeoc.org		
Funds (tentative)	\$276,286	Units (tentative)	159
Service Area	Fresno County		
Organization Type	Local action agency	Sources of Labor	Subcontractors
Congressional Districts	18 19 20 21		

Subgrantee	Great Northern Corporation		
Address	P.O. Box 20		
City	Weed CA 96094		
Executive Director	Paul Wagner		
Phone	(530) 938-4115	Ext.	Fax (530) 938-1040
Email	pablocruise@snowcrest.net		
Program Manager	Michael Flannery		
Phone	(530) 938-4115	Ext.	Fax (530) 938-1040
Email	energy@snowcrest.net		
Funds (tentative)	\$39,595	Units (tentative)	23
Service Area	Siskiyou County		
Organization Type	Nonprofit	Sources of Labor	Direct hire
Congressional Districts	02		

Subgrantee Information

Subgrantee	Inyo Mono Advocates of Community Action, Inc. (IMACA)		
Address	P.O. Box 845		
City	Bishop CA 93515		
Executive Director	Daniel Steinhagen		
Phone	(760) 873-8557	Ext.	Fax (760) 873-8182
Email	danielsteinhagen@imaca.net		
Program Manager	Spike Jackson		
Phone	(760) 873-8557	Ext.	Fax (760) 873-8182
Email	imaca.main@verizon.net		
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Funds (tentative)	\$18,502	Units (tentative)	11
Service Area	Inyo and Mono Counties		
Organization Type	Local action agency	Sources of Labor	Direct hire
Congressional Districts	25		
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Subgrantee	Kings Community Action Organization, Inc.		
Address	1222 West Lacey Boulevard, Suite 201		
City	Hanford CA 93230-5998		
Executive Director	David Droker		
Phone	(559) 582-4386	Ext.	Fax (559) 582-1536
Email	execdir@kcao.org		
Energy & Hsg. Oper. Mgr.	Saul Leal		
Phone	(559) 582-4386	Ext.	Fax (559) 582-1536
Email	sleal@kcao.org		
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Funds (tentative)	\$37,074	Units (tentative)	21
Service Area	Kings County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	20		

Subgrantee Information

Subgrantee	Lassen County Economic Development Corp.		
Address	P.O. Box 850		
City	Westwood CA 96137		
Executive Director	Debbie Jennings		
Phone	(530) 256-3261	Ext.	Fax (530) 256-3531
Email	ledc@citilink.net		
Energy Programs Mgr.	Debbie Jennings		
Phone	(530) 256-3261	Ext.	Fax (530) 256-3531
Email	ledc.citilink.net		
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Funds (tentative)	\$17,706	Units (tentative)	10
Service Area	Lassen		
Organization Type	County	Sources of Labor	Direct hire
Congressional Districts	04		
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Subgrantee	Maravilla Foundation		
Address	5729 East Union Pacific		
City	City of Commerce CA 90022		
Director	Alex Sotomayor		
Phone	(323) 869-4500	Ext.	Fax (323) 278-7788
Email	alexstot@aol.com		
Wx Program Manager	Joshua Vargas		
Phone	(323) 869-4500	Ext.	Fax (323) 278-7788
Email	joshua@maravilla.org		
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Funds (tentative)	\$323,147	Units (tentative)	186
Service Area	Los Angeles County, Energy Area II		
Organization Type	Nonprofit	Sources of Labor	Direct hire
Congressional Districts	22 25 26 27 28 29 31 32 33 34 36 38		

Subgrantee Information

Subgrantee	Mariposa County Department of Human Services		
Address	P.O. Box 39		
City	Mariposa CA 95338		
Director	James A Rydingsword		
Phone	(209) 966-2000	Ext.	Fax (209) 966-8251
Email	jrydings@mariposacounty.org		
Contract Administrator	Janet Gass		
Phone	(209) 966-3609	Ext.	Fax (209) 966-3519
Email	jgass@mariposacounty.org		
Funds (tentative)	\$8,705	Units (tentative)	5
Service Area	Mariposa County		
Organization Type	County government	Sources of Labor	Subcontractors
Congressional Districts	19		

Subgrantee	Merced County Community Action Agency		
Address	P.O. Box 2085		
City	Merced CA 95344-0085		
Executive Director	Brenda Callahan-Johnson		
Phone	(209) 723-4565	Ext.	Fax (209) 723-1543
Email	brenda@mercedcaa.org		
Program Manager	Mike Polinko		
Phone	(209) 723-4411	Ext.	Fax (209) 723-1543
Email	mpolinko@mercedcaa.org		
Funds (tentative)	\$106,903	Units (tentative)	62
Service Area	Madera and Merced Counties		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	18 19		

Subgrantee Information

Subgrantee	Metropolitan Area Advisory Committee (MAAC)		
Address	1335 Third Ave		
City	Chula Vista CA 91911		
President / CEO	Antonio Pizano		
Phone	(619) 426-3595	Ext.	Fax (619) 426-2173
Email	rvasquez@maacproject.org		
Program Manager	Patti Bailey		
Phone	(619) 409-7588	Ext.	Fax (619) 409-7585
Email	pbailey@maacproject.org		
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Funds (tentative)	\$106,735	Units (tentative)	62
Service Area	San Diego County, Energy Area B		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	49 50 51 52 53		

Subgrantee	North Coast Energy Services		
Address	P.O. Box 413		
City	Ukiah CA 95482-0413		
Executive Director	Linda McQueen		
Phone	(707) 463-0303	Ext.	Fax (707) 463-0637
Email	linda@pacific.net		
 Phone	 	 Ext.	 Fax
Email			
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Funds (tentative)	\$283,050	Units (tentative)	163
Service Area	Lake, Marin, Mendocino, Napa, Solano, Sonoma and Yolo Counties		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	01 02 03 07 10		

Subgrantee Information

Subgrantee	Pacific Asian Consortium in Employment (PACE)		
Address	1055 Wilshire Boulevard, Suite 1475		
City	Los Angeles CA 90017		
President / CEO	Kerry Doi		
Phone	(213) 353-3982	Ext.	Fax (213) 989-3232
Email	kdoi@pacela.org		
Project Director	Lin Vong		
Phone	(213) 353-3982	Ext.	Fax (213) 989-3232
Email	lvong@pacela.org		
Funds (tentative)	\$279,621	Units (tentative)	161
Service Area	Los Angeles County, Energy Area III		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	31 33 34 35 36 37 39 46		

Subgrantee	Plumas County Community Development Commission		
Address	P.O. Box 319		
City	Quincy CA 95971		
Executive Director	David Keller		
Phone	(530) 283-2466	Ext.	Fax (530) 283-2478
Email	dwk@plumascdc.org		
Wx Program Manager	David Mitchell		
Phone	(530) 283-2466	Ext.	Fax (530) 283-2478
Email	dmitchell@plumascdc.org		
Funds (tentative)	\$17,751	Units (tentative)	10
Service Area	Plumas and Sierra Counties		
Organization Type	County government	Sources of Labor	Direct hire and subcontractors
Congressional Districts	04		

Subgrantee Information

Subgrantee	Project Go, Inc.		
Address	801 Vernon Street		
City	Roseville CA 95678-3149		
Executive Director	Lynda Timbers		
Phone	(916) 782-3443	Ext.	Fax (916) 782-1517
Email	projectgo@surewest.net		
Program Manager	Jennifer Durbin		
Phone	(916) 782-3443	Ext.	Fax (916) 782-1517
Email	projectgo@surewest.net		
Funds (tentative)	\$47,026	Units (tentative)	27
Service Area	Placer County		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	04		

Subgrantee	Redwood Community Action Agency		
Address	904 G Street		
City	Eureka CA 95501		
Executive Director	Val Martinez		
Phone	(707) 269-2009	Ext.	Fax (707) 445-0884
Email	planning@rcaa.org		
Energy Services Director	Val Martinez		
Phone	(707) 444-3831	Ext.	Fax (707) 444-3662
Email	valmartinez@rcaa.org		
Funds (tentative)	\$67,333	Units (tentative)	39
Service Area	Humboldt and Modoc County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	01		

Subgrantee Information

Subgrantee	San Joaquin Co. Dept. of Aging, Children's & Comm. Serv.		
Address	P.O. Box 201056		
City	Stockton CA 95201		
Director	Joseph Chelli		
Phone	(209) 468-1650	Ext.	Fax (209) 468-2207
Email	jchelli@co.san-joaquin.ca.us		
Program Manager	Howard Estlin		
Phone	(209) 468-0439	Ext.	Fax (209) 468-2207
Email	sjcwx@sbcglobal.net		
Funds (tentative)	\$151,960	Units (tentative)	88
Service Area	San Joaquin County		
Organization Type	County government	Sources of Labor	Direct hire
Congressional Districts	11 18		

Subgrantee	Self-Help Home Improvement Project, Inc. (SHHIP)		
Address	3777 Meadow View Drive, Unit 100		
City	Redding CA 96002		
Executive Director	Keith Griffith		
Phone	(530) 378-6900	Ext.	Fax (530) 378-6910
Email	kgrif@shhip.org		
Program Manager	Scott Berg		
Phone	(530) 378-6900	Ext.	Fax (530) 378-6910
Email	sberg@shhip.com		
Funds (tentative)	\$87,933	Units (tentative)	51
Service Area	Shasta and Tehama Counties		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	02		

Subgrantee Information

Subgrantee	Spectrum Community Services, Inc.		
Address	1435 Grove Way		
City	Hayward CA 94546		
Executive Director	Michael Sweeney		
Phone	(510) 881-0300	Ext.	Fax (510) 537-3340
Email	msweeney@spectrum.org		
HEAP Supervisor	Shirley Brown		
Phone	(510) 889-0921	Ext.	Fax (510) 537-3340
Email	sbrown@spectrumcs.org		
Funds (tentative)	\$183,416	Units (tentative)	106
Service Area	Alameda County except Albany, Berkeley and Emeryville		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	09 10 11 13		

Subgrantee	Ventura County Commmission on Human Concerns		
Address	621 Richmond Avenue		
City	Oxnard CA 93030		
Interim Executive Dir.	Socorro Lopez-Hanson		
Phone	(805) 436-4028	Ext.	Fax (805) 487-2512
Email	slopez@vcche.org		
Housing Serv. Mgr.	Dave Olsen		
Phone	(805) 436-4034	Ext.	Fax (805) 487-2512
Email	vcchc14@earthlink.net		
Funds (tentative)	\$77,386	Units (tentative)	45
Service Area	Ventura County		
Organization Type	Local action agency	Sources of Labor	Direct hire and subcontractors
Congressional Districts	23 24		

Subgrantee Information

Subgrantee	Veterans in Community Services, Inc. (VICS)		
Address	10260 Matern Place		
City	Santa Fe Springs CA 90670		
President / CEO	Fred S Rodriguez		
Phone	(562) 204-0529	Ext.	Fax (562) 204-0547
Email	fredsrod@vicsinc.org		
Wx Manager	Guadalupe Rodriguez		
Phone	(562) 204-0529	Ext.	Fax (562) 204-0547
Email	guadalupefrodriguez@yahoo.com		
Funds (tentative)	\$394,671	Units (tentative)	229
Service Area	Los Angeles County, Energy Area IV		
Organization Type	Nonprofit	Sources of Labor	Direct hire and subcontractors
Congressional Districts	26 29 32 34 36 37 38 39 42 46		

Production Schedule

	Annual Total
Weatherized Units (Total)	3,252
Reweatherized Units	33

Vehicles and Equipment \$5,000 or more Average Cost per Dwelling Unit (DOE Rules)

A.	Total of Vehicles and Equipment Budget	\$0
B.	Total Units to be Weatherized, from Production Schedule above	3,252
C.	Units to be Reweatherized, from Production Schedule above	33
D.	Total Units to be Weatherized, plus Planned Reweatherized Units from Production Schedule above (B plus C)	3,285
E.	Average Vehicles and Equipment cost per Dwelling Unit (A divided by D)	\$0

Average Cost per Dwelling Unit (DOE Rules)

F.	Total of Funds for Program Operations	\$3,795,100
G.	Total Units to be Weatherized, plus Planned Reweatherized Units from Production Schedule above (total from D above)	3,285
H.	Average Cost per Dwelling Unit, less Vehicles and Equipment (F divided by G)	\$1,155
I.	Average Cost per Dwelling Unit for Vehicles and Equipment (total from E)	\$0
J.	Total Average Cost per Dwelling Unit (H plus I)	\$1,155

Estimated Energy Savings Algorithm

DOE Program	Amount	Line
Total DOE State Weatherization Allocation	\$ 6,293,917	(a)
Total Cost associated with Administration, T&TA, Financial and Energy Audits or 15% of allocation	\$ 944,088	(b)
Subtract the amount entered in line (b) from line (a), for total funds available to weatherize homes	\$ 5,349,829	(c)
State Average Cost per Home or Nat'l WAP Program Year Average Cost per Home	\$ 1,645	(d)
Divide the amount entered on line (c) by the amount entered on line (d), for Total Estimated Homes to be Weatherized	3,252	(e)
Multiply (e) by 30.5 MBTU for Total Annual Estimated Energy Savings resulting from DOE funds	\$ 99,191	(f)
All Funding Sources		
Total funds used by the State to weatherize homes (DOE WAP, LIHEAP)	\$ 32,439,821	(g)
Total cost associated with the administration of Wx funds or 15% of total funds available to wx homes	\$ 4,865,973	(h)
Subtract the amount entered in line (h) from line (g), for total funds available to weatherize homes	\$ 27,573,848	(i)
State Average Cost per Home or Nat'l WAP Program Year Average Cost per Home	\$ 1,645	(j)
Divide the amount entered on line (i) by the amount entered on line (j), for Total Estimated Homes to be Weatherized	16,762	(k)
Multiply (k) by 30.5 MBTU for Total Annual Estimated Energy Savings resulting from all funding sources	\$ 511,248	(l)

Training, Technical Assistance, and Monitoring Activities

Training and Technical Assistance - Grantee

Training and technical assistance for Subgrantees

- Field Representatives provide both training and programmatic assistance during on-site visits and through ongoing telephone contact with the Subgrantees.
- Program Analysts comprising the department's Technical Support Unit administer the oversight of the Weatherization Inspection Policy, provide technical assistance, develop training curriculum, and assess past and future training needs.
- A third-party inspection contractor provides follow-up field training and technical assistance pertaining to installation of weatherization measures, the quality and appropriateness of installed weatherization measures, infiltration reduction, and health and safety measures.
- CSD Energy Program Training Workshops are generally conducted every year. A workshop will be scheduled after January 1, 2009, to provide training for the new reporting software and other significant policy changes including the installation standards.

Training and technical assistance for department staff

- CSD staff will attend the Energy OutWest Peer Exchange meetings as scheduled.
- CSD staff is trained on an on-going basis to keep them abreast of contractual and policy changes.
- Due to the new monitoring tool and processes still being developed, ongoing training will be required for CSD staff to become proficient with the updated monitoring procedures. The tool is being developed and implemented in stages.

Subgrantee training evaluation

- Field Representatives make annual monitoring visits and conduct report evaluation on an ongoing basis. One of the goals of report evaluation is to assess the need for training.
- During the current program year, a unit inspection database is continuing to be developed to create reports specifically for determining and addressing training and technical assistance needs based upon results of third-party inspections and trend analysis.

Training and Technical Assistance - Subgrantee

The training and technical assistance funds of \$147,665 will be allocated to Subgrantees to provide the required training. The department allocates up to 2% of LIHEAP weatherization funds and up to 2% of ECIP funds for training purposes to supplement DOE's contribution. The training encompasses site-built and mobile homes.

Required training for weatherization staff

- Lead-safe weatherization practices and environmental hazards awareness
- Basic weatherization
- Infiltration reduction and duct leakage diagnostics
- Combustion appliance safety diagnostics
- HUD's Renovation and Remodeling Course, if applicable

Additional requirements

- No weatherization employee is allowed to conduct combustion appliance safety diagnostics without proper training from a CSD-approved facility or trainer.
- All other training can be provided by utilizing the PG&E Energy Training Center in Stockton, CSD-approved trainers and training facilities, or CSD-approved curriculum and training materials coinciding with on-the-job training within the required timeframes.
- Subgrantees are required to maintain a training log of all weatherization staff persons.

New training center

- CSD has provided funding from discretionary funds for the development of a new weatherization training center in San Bernardino.
- One of the primary focuses of the training center will be appliance diagnostics. It is scheduled to be opened during the summer of 2008.

Lead-Safe Weatherization Training Policy

CSD's Lead-Safe Weatherization Training Video has been distributed to all Subgrantees and Subcontractors as an internal training tool.

Training requirements

- New employees are required to be trained in lead-safe weatherization practices within 30 days of employment and will not be allowed to enter

a pre-1979 dwelling in any capacity until such training has been completed.

- Personnel providing services to clients residing in pre-1979 HUD units must be trained in HUD-approved lead-safe weatherization practices before work can commence.

Environmental Hazards Awareness Training Policy

Subgrantees were provided with train-the-trainer training and presentation materials for use in training weatherization personnel.

Training requirements

- Subgrantees are required to provide training in environmental hazards within 30 days of employment and will not be allowed to enter any dwelling until such training has occurred.
- Environmental Hazards Awareness training includes issues related to mold and moisture, asbestos, fiberglass, hantavirus, and regulatory requirements.

Monitoring

New monitoring tools and processes are still being developed and will be phased in, both internally and externally, through 2010.

Reporting software is being developed by one of the Subgrantees for distribution to the network in December 2008. This new software will allow the Subgrantees to collect and report data to the department on a dwelling-level basis. By 2010, the department will have fully developed a database for performing comprehensive analysis to further monitoring efforts and to meet new LIHEAP reporting mandates.

Annual monitoring activities by Field Representatives will be scheduled beginning July 1, 2008, for all DOE Subgrantees. CSD will conduct a desk review and will address any issues identified through this process.

The following is the tentative schedule for on-site monitoring visits.

<u>Month</u>	<u># of Monitoring Visits</u>
July 2008	4
August	4
September	4
October	4
November	2
December	2

January 2009	2
February	3
March	4
April	4
May	4
June	4
Total	41

Client Education

Subgrantees are required to provide client education and budget counseling that encourage households to reduce their home energy needs and the need for energy assistance. Each Subgrantee has the latitude to develop their own client education program but they must provide at least the following:

- Written information that describes energy saving behavioral adjustments that will decrease the energy consumption of the household.
- Resource information, referral, family, and budget counseling in order to assist clients in achieving self-sufficiency
- The pamphlet entitled "Protect Your Family from Lead in Your Home" to occupants of pre-1979 dwellings
- Description of benefits that can be expected of the weatherization measures to be installed and how to maximize the effect of each measure.

DOE-Funded Leveraging Activities

CSD has no planned DOE-funded leveraging activities this year.

State Policy Advisory Council Roster

<i>Service Provider Name</i>	<i>Name</i>	<i>Title</i>
Amador-Tuolumne Community Action Agency (ATCAA)	Shelly Hance	Executive Director
Campesinos Unidos, Inc.	Jose Lopez	Executive Director
Central Coast Energy Services, Inc.	Dennis Osmer	Executive Director
Central Valley Opportunity Center, Inc. (CVOC)	Ernie Flores	Executive Director
City of Berkeley	Oscar Sung	Executive Director
Colusa-Glenn-Trinity Community Action Agency	Kim Gaghagen	Executive Director
Community Action Agency of Butte Co., Inc.	Thomas Tenorio	Executive Director
Community Action Agency of San Mateo County, Inc.	William Parker	Executive Director
Community Action Commission of Santa Barbara County	Fran Forman	Executive Director
Community Action Partnership of Kern Co.	Fred Drew	Executive Director
Community Action Partnership of Orange County	Buddy Ray	Executive Director
Community Action Partnership of San Bernardino County	Patricia Nickols	Executive Director
Community Enhancement Services (CES)	Zigmund Vays	President
Community Resource Project, Inc. (CRP)	Louise Perez	Executive Director
Community Services & Employment Training, Inc. (CSET)	Carolyn Rose	Executive Director
Contra Costa Emp. & Human Serv. Dept.	Pat Stroh	Executive Director
County of Nevada Community Development Agency	Steven De Camp	Executive Director
County of Riverside, Department of Community Action	Lois J. Carson	Executive Director
Del Norte Senior Center	Cynthia Brande	Executive Director
Economic Opportunity Commi, of San Luis Obispo Co.	Elizabeth Steinberg	Chief Executive Officer
Economic Opportunity Council of San Francisco	Nathaniel Mason	Executive Director
El Dorado County Department of Community Services	Doug Nowka	Executive Director
Fresno County Economic Opportunities Commission	Roger Palomino	Executive Director
Great Northern Corporation	Paul Wagner	Executive Director
Inyo Mono Advocates of Community Action, Inc. (IMACA)	Daniel Steinhagen	Executive Director
Kings Community Action Organization, Inc.	David Droker	Executive Director
Lassen County Economic Development Corp.	Debbie Jennings	Executive Director
Maravilla Foundation	Alex Sotomayor	Director
Mariposa County Department of Human Services	James A. Rydingsword	Director
Merced County Community Action Agency	Brenda Callahan-Johnson	Executive Director
Metropolitan Area Advisory Committee (MAAC)	Antonio Pizano	President / CEO

State Policy Advisory Council Roster

<i>Service Provider Name</i>	<i>Name</i>	<i>Title</i>
North Coast Energy Services	Linda McQueen	Executive Director
Pacific Asian Consortium in Employment (PACE)	Kerry Doi	President / CEO
Plumas County Community Development Commission	David Keller	Executive Director
Project Go, Inc.	Lynda Timbers	Executive Director
Redwood Community Action Agency	Val Martinez	Executive Director
San Joaquin Co. Dept. of Aging, Children's & Comm. Serv.	Joseph Chelli	Director
Self-Help Home Improvement Project, Inc. (SHHIP)	Keith Griffith	Executive Director
Spectrum Community Services, Inc.	Michael Sweeney	Executive Director
Ventura County Commmission on Human Concerns	Socorro Lopez-Hanson	Interim Executive Dir.
Veterans in Community Services, Inc. (VICS)	Fred S. Rodriguez	President / CEO

State Policy Advisory Council Roster

Organization Name	Name
California Public Utilities Commission	Ivy Walker
Pacific Gas & Electric	Jeff Berisini
San Diego Gas & Electric / So Cal Gas	Greg Lawless
So Cal Edison	Jack Parkhill

State Policy Advisory Council Meeting Attendees

July 11, 2007 - San Francisco, CA

Representatives From:

Amador-Tuolumne Community Action
California/Nevada Community Action Partnership
Campesinos Unidos, Inc.
Central Coast Energy Services, Inc.
Central Valley Opportunity Center
Colusa-Glenn-Trinity Community Action Agency
Community Action Agency of Butte County, Inc.
Community Action Agency of San Mateo County, Inc.
Community Action Commission of Santa Barbara County, Inc.
Community Action Marin
Community Action Partnership of Orange County
Community Action Partnership of San Bernardino County
Community Enhancement Services
Community Resources Project, Inc.
Community Services Development Department
Department of Community Action, County of Riverside
Economic Opportunity Council of San Francisco, Inc.
Fresno County Economic Opportunities Commission
Kings Community Action Organization, Inc.
Maravilla Foundation
Merced County Community Action Agency
Metropolitan Area Advisory Committee
North Coast Energy Services
Pacific Asian Consortium in Employment
Pacific Gas & Electric Company
Redwood Community Action Agency
San Benito County Department of Community Services & Workforce Development
San Diego Gas & Electric
Self-Help Home Improvement Project, Inc.
Southern California Forum
Southern California Gas
Spectrum Community Services, Inc.
Veterans in Community Service

November 1, 2007 - Sacramento, CA

Representatives From:

Association of CA Community & Energy Services
Bay Area Poverty Resource Council

Central Valley Opportunity Center
Colusa-Glenn-Trinity Community Action
Community Action Agency of San Mateo County, Inc
Community Action Commission of Santa Barbara
Community Action of Ventura County
Community Action Partnership of Kern
Community Action Partnership of Riverside
Community Action Partnership of San Bernardino County
Community Resource Project, Inc
Community Services & Employment Training, Inc.
County of Nevada Community Development Agency
El Dorado County Department of Human Services
Great Northern Corporation
Kings Community Action Organization, Inc.
Madera County Community Action Partnership
Maravilla Foundation
Metropolitan Area Advisory Committee
North Coast Energy Services
Pacific Gas & Electric Company
San Benito Dept. of Community Services & Workforce Development
San Joaquin County Dept of Aging Children's & Community Services
Self Help Home Improvement Project
Spectrum Community Services, Inc.
Veterans in Community Service, Inc

February 7, 2008 - Sacramento, CA

Representatives From:

Amador-Tuolumne Community Action Agency
CAL-NEVA
Campesinos Unidos, Inc.
Central Coast Energy Services, Inc.
Colusa-Glenn-Trinity Community Action Agency
Community Action Agency of Butte County
Community Action Agency of San Mateo County
Community Action of Ventura County
Community Action Partnership of Kern
Community Action Partnership of Orange County
Community Action Partnership of Riverside
Community Action Partnership of San Bernardino
Community Enhancement Services
Community Resource Project
Community Services & Employment Training
Contra Costa County Community Services Department
County of Nevada Community Development Agency
Department of Community Services and Development

El Dorado County of Human Services
Fresno County Economic Opportunities Commission
Glenn County Human Resource Agency
Great Northern Corporation
Kings Community Action Organization
Madera County Community Action Partnership
Maravilla Foundation
Metropolitan Area Advisory Committee
North Coast Energy Services
Pacific Gas and Electric
Redwood Community Action Agency
San Benito County Dept. of Community Services
San Joaquin County Dept. of Aging Children's & Community Services
Self Help Home Improvement Project
Southern California Forum
Spectrum Community Services
Veterans in Community Service, Inc.

Conference Call:

Modoc-Siskiyou Community Action Agency
Department of Community Services and Development

May 1, 2008 - Sacramento, CA

Next scheduled meeting

State Plan Hearings and Transcripts

STATE OF CALIFORNIA
DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

PUBLIC HEARING
2008 STATE PLAN FOR THE DEPARTMENT OF ENERGY
WEATHERIZATION ASSISTANCE PROGRAM FOR LOW-INCOME PERSONS

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT OFFICES
700 NORTH 10TH STREET
2ND FLOOR
BADO CONFERENCE ROOM
SACRAMENTO, CALIFORNIA

MONDAY, APRIL 28, 2008
10:06 A.M.

REPORTED BY:

KATHRYN S. SWANK
CSR 13061

APPEARANCES

STAFF:

Lance Brandon, Hearing Officer
Jeff Eastburn, Program Analyst

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PROCEEDINGS

HEARING OFFICER BRANDON: Good morning. I am Lance Brandon of the Department of Community Services and Development. I am the hearing officer for today's public hearing on the draft 2008 State Plan for the Department of Energy Weatherization Assistance Program for Low-Income Persons.

Today is Monday, April 28, 2008. The time is 10:00 a.m.

We are assembling at the Department of Community Services and Development, specifically the Bado Conference Room on the second floor, to conduct a public hearing to receive testimony from the interested parties regarding the proposed Department of Energy State Plan for the 2008 program year.

The hearing is being recorded by a court reporter, Kathryn Swank.

And we ask if there is anyone that has testimony at this time.

PROGRAM ANALYST EASTBURN: I do.

My name is Jeff Eastburn, a program analyst for the Department of Community Services and Development.

There were corrections to the agency contact information in the subgrantee information section of the State Plan for Spectrum Community Services Incorporated. Michael Sweeney, S-W-E-E-N-E-Y, is now listed as executive director.

Thank you.

HEARING OFFICER BRANDON: Is there any additional testimony to be heard today?

And I see no one else is here, so the answer is no. There being no further comments, it is now 10:01 a.m. This public hearing is considered closed.

CSD will receive written testimony until 5:00 p.m. today, April 28, 2008.

(The public hearing adjourned at 10:01 a.m.)

CERTIFICATE OF REPORTER

I, KATHRYN S. SWANK, a Certified Shorthand Reporter of the State of California, do hereby certify:

That I am a disinterested person herein; that the foregoing Department of Community Services and Development Public Hearing was reported in shorthand by me, Kathryn S. Swank, a Certified Shorthand Reporter of the State of California, and thereafter transcribed into typewriting.

I further certify that I am not of counsel or attorney for any of the parties to said hearing nor in any way interested in the outcome of said hearing.

IN WITNESS WHEREOF, I have hereunto set my hand this 28th day of April, 2008.

KATHRYN S. SWANK, CSR
Certified Shorthand Reporter
License No. 13061

Adjustments to On-File Information

The section entitled Priorities under Eligible Population has been replaced with the following text.

"The CSD contract with Subgrantees requires that service priority shall be given to elderly persons, persons with disabilities, families with children, high residential energy users and households with a high energy burden. Subgrantees may give first priority for services to those households whose members have life-threatening emergencies."

Under the section entitled Energy Audit Procedures under Weatherization Work, a following sentence has been added to the end of the second paragraph.

"Renewal of the audit tools and priority list measures is pending."

Under the section entitled Health and Safety, the following sentence has been added to the end of the first paragraph.

"Clients are informed in writing of any health and safety issues that are found in the dwelling that cannot be remediated within the parameters of the weatherization program."

Miscellaneous

Santa Clara County

- The interim service provider for Santa Clara County has been designated as Community Action Agency of San Mateo County, Inc.
- Beginning Program Year 2008, full weatherization services will be provided through this service provider.

Energy Council

- The Energy Council has been formed to serve as a working representative council to work collaboratively with the department on program and policy priorities. It is comprised of a representative group of service providers who meet monthly.
- During this program year, their priorities will be automation and reporting, solar projects, LIHEAP and DOE funding formula, utility program collaboration, training, legislative issues, and contract and weatherization standards updates.
- On a quarterly basis, progress reports are made to the State Policy Advisory Council.

U.S. Department of Energy
Assurance of Compliance
Nondiscrimination in Federally Assisted ProgramsOMB Burden Disclosure Statement

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of Information Resources Management Policy, Plans, and Oversight, Records Management Division, HR-422 - GTN, Paperwork Reduction Project (1910-0400), U.S. Department of Energy, 1000 Independence Avenue, S.W., Washington, DC 20585; and to the Office of Management and Budget (OMB), Paperwork Reduction Project (1910-0400), Washington, DC 20503.

State of California, Department of Community Services and Development

(Hereinafter called the "Applicant")

HEREBY AGREES to comply with Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), Section 16 of the Federal Energy Administration Act of 1974 (Pub. L. 93-275), Section 401 of the Energy Reorganization Act of 1974 (Pub. L. 93-438), Title IX of the Education Amendments of 1972, as amended, (Pub. L. 92-318, Pub. L. 93-568, and Pub. L. 94-482), Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), the Age Discrimination Act of 1977 (Pub. L. 94-135), Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-284), the Department of Energy Organization Act of 1977 (Pub. L. 95-91), the Energy Conservation and Production Act of 1976, as amended, (Pub. L. 94-385) and Title 10, Code of Federal Regulations, Part 1040. In accordance with the above laws and regulations issued pursuant thereto, the Applicant agrees to assure that no person in the United States shall, on the ground of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity in which the Applicant receives Federal assistance from the Department of Energy.

Applicability and Period of Obligation

In the case of any service, financial aid, covered employment, equipment, property, or structure provided, leased, or improved with Federal assistance extended to the Applicant by the Department of Energy, this assurance obligates the Applicant for the period during which Federal assistance is extended. In the case of any transfer of such service, financial aid, equipment, property, or structure, this assurance obligates the transferee for the period during which Federal assistance is extended. If any personal property is so provided, this assurance obligates the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this assurance obligates the Applicant for the period during which the Federal assistance is extended to the Applicant by the Department of Energy.

Employment Practices

Where a primary objective of the Federal assistance is to provide employment or where the Applicant's employment practices affect the delivery of services in programs or activities resulting from Federal assistance extended by the Department, the Applicant agrees not to discriminate on the ground of race, color, national origin, sex, age, or disability, in its employment practices. Such employment practices may include, but are not limited to, recruitment, advertising, hiring, layoff or termination, promotion, demotion, transfer, rates of pay, training and participation in upward mobility programs; or other forms of compensation and use of facilities.

Subrecipient Assurance

The Applicant shall require any individual, organization, or other entity with whom it subcontracts, subgrants, or subleases for the purpose of providing any service, financial aid, equipment, property, or structure to comply with laws and regulations cited above. To this end, the subrecipient shall be required to sign a written assurance form; however, the obligation of both recipient and subrecipient to ensure compliance is not relieved by the collection or submission of written assurance forms.

Data Collection and Access to Records

The Applicant agrees to compile and maintain information pertaining to programs or activities developed as a result of the Applicant's receipt of Federal assistance from the Department of Energy. Such information shall include, but is not limited to the following: (1) the manner in which services are or will be provided and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination; (2) the population eligible to be served by race, color, national origin, sex, and disability; (3) data regarding covered employment including use or planned use of bilingual public contact employees serving beneficiaries of the program where necessary to permit effective participation by beneficiaries unable to speak or understand English; (4) the location of existing or proposed facilities connected with the program and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any person on the basis of prohibited discrimination; (5) the present or proposed membership by race, color, national origin, sex, age and disability in any planning or advisory body which is an integral part of the program; and (6) any additional written data determined by the Department of Energy to be relevant to the obligation to assure compliance by recipients with laws cited in the first paragraph of this assurance.

The Applicant agrees to submit requested data to the Department of Energy regarding programs and activities developed by the Applicant from the use of Federal assistance funds extended by the Department of Energy. Facilities of the Applicant (including the physical plants, buildings, or other structures) and all records, books, accounts, and other sources of information pertinent to the Applicant's compliance with the civil rights laws shall be made available for inspection during normal business hours of request of an officer or employee of the Department of Energy specifically authorized to make such inspections. Instructions in this regard will be provided by the Director, Office of Civil Rights, U.S. Department of Energy.

This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts (excluding procurement contracts), property, discounts or other Federal assistance extended after the date hereof, to the Applicants by the Department of Energy, including installment payments on account after such data of application for Federal assistance which are approved before such date. The Applicant recognizes and agrees that such Federal assistance will be extended in reliance upon the representations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, the successors, transferees, and assignees, as well as the person(s) whose signatures appear below and who are authorized to sign this assurance on behalf of the Applicant.

Applicant Certification

The Applicant certifies that it has complied, or that, within 90 days of the date of the grant, it will comply with all applicable requirements of 10 C.F.R. 1040.5 (a copy will be furnished to the Applicant upon written request to DOE).

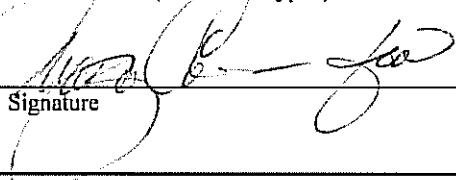
Designated Responsible Employee

Renee Webster-Hawkins, Deputy Director

Name and title (Printed or Typed)

916-341-4200

Telephone Number


Signature

4/30/08
Date

State of California

Department of Community Services and Development

Applicant's Name

916-341-4200

Telephone Number

700 North 10th Street, Room 215A
Sacramento CA 95814

Address

Date

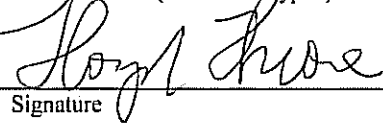
Authorized Official:
President, Chief Executive Officer
or Authorized Designee

Lloyd Throne, Director

Name and title (Printed or Typed)

916-341-4200

Telephone Number


Signature

4-30-08
Date

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Energy determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

☒ No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. Standard Form-LLL not required

☐ Funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement. If checked, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal,

falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

3. DRUG-FREE WORKPLACE

This certification is required by the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D) and is implemented through additions to the Debarment and Suspension regulations, published in the Federal Register on January 31, 1989, and May 25, 1990.

ALTERNATE I (GRANTEES OTHER THAN INDIVIDUALS)

(1) The grantee certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the work-place not later than five calendar days after such conviction.

(e) Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to energy grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(2) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance:

(Street address, city, county, state, zip code)

☐ Check if there are workplaces on file that are not identified here.

State, or local) transaction under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery,

4. LOBBYING DISCLOSURE ACT OF 1995, SIMPSON-CRAIG AMENDMENT

Applicant organizations which are described in section 501(c)(4) of the Internal Revenue Code of 1986 and engage in lobbying activities after December 31, 1995, shall not be eligible for the receipt of Federal funds constituting an award, grant, or loan. Section 501(c)(4) of the Internal Revenue Code of 1986 covers:

Civic leagues or organizations not organized for profit but operated exclusively for the promotion of social welfare, or local associations of employees, the membership of which is limited to the employees of a designated person or persons in a particular municipality, and the net earnings of which are devoted exclusively to charitable, educational, or recreational purposes.

As set forth in the Lobbying Disclosure Act of 1995 (Public Law 104-65, December 19, 1995), as amended ["Simpson-Craig Amendment," see Section 129 of The Balanced Budget Downpayment Act, I (Public Law 104-99, January 26, 1996)], lobbying activities is defined broadly. (See section 3 of the Act.)

The undersigned certifies, to the best of his or her knowledge and belief, that: it IS NOT an organization described in section 501(c)(4) of the Internal Revenue Code of 1986; OR that it IS an organization described in section 501(c)(4) of the Internal Revenue Code of 1986, which, after December 31, 1995, HAS NOT engaged in any lobbying activities as defined in the Lobbying Disclosure Act of 1995, as amended.

ALTERNATE II (GRANTEES WHO ARE INDIVIDUALS)

(1) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substances in conducting any activity with the grant.

(2) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT State of California Department of Community Services and Development	PR/AWARD NUMBER AND/OR PROJECT NAME Weatherization Assistance Program for Low-Income Persons
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Lloyd Throne, Director	
SIGNATURE	DATE

Eligible Population

General Description

To define low-income, CSD has elected to adopt the Low-Income Home Energy Assistance Program (LIHEAP) income eligibility guideline of an amount not to exceed an amount equal to sixty percent (60%) of the State Median Income. In addition to qualifying because of income, a household may qualify because a household member is a recipient of certain categorical assistance programs.

Household income eligibility is established and documented prior to weatherization of the dwelling. Subgrantees are required by contract to maintain individual applicant files which contain at a minimum the Energy Intake Form, copies of source documents supporting eligibility, the Building Check and Job Order Sheet, the application signed by the applicant and for pre-1979 units, lead-safe education confirmation and clearance inspections, if applicable. CSD's Field Representatives on a random basis review these files during monitoring visits.

"Children" are defined as members of a household who have not attained their nineteenth (19th) birthday.

The State assures that low-income members of the American Indian population receive benefits equivalent to the assistance provided other low-income persons within the State. CSD recommends that a tribal organization not be treated as a local applicant.

Selection of Areas to Be Served

CSD's goal is to serve low-income residents in all 58 California counties. A service area may be a portion of a county, an individual county, or a group of counties. The projected funding, goals, and other information for each service area are set forth in Subgrantee Information in the Annual File.

Priorities

The CSD contract with Subgrantees requires that service priority shall be given to elderly persons, persons with disabilities, families with children, high residential energy users and households with a high energy burden. Subgrantees may give first priority for services to those households whose members have life-threatening emergencies.

Climatic Conditions

In the waiver audit submittal package, CSD used the U.S. Climate Zone Map provided by DOE. California has four of the five climates zones. The majority of California lies within the range of Zone 4, less than 2,000 cooling degree days and less than 4,000 heating degree days. Priority lists from the pilot project data were developed for those site-built dwellings in Zones 4 and 5.

The Subgrantees use the data included in Attachment A, Heating and Cooling Degree Day Data, to customize the energy audit for dwellings to be weatherized.

Weatherization Work

Types of Work to Be Done

Weatherization activities to eligible low-income dwellings will focus on providing the most cost-effective measures, checking for health and safety hazards, and providing infiltration reduction. Subgrantees shall follow the priority list of cost-effective energy conservation measures. A list of general heat waste measures shall be allowable for all dwelling types as feasible. These lists are detailed in Attachment B, Energy Conservation Priority List and General Heat Waste Measures.

Energy conservation and electric base-load measures beyond the applicable climate zone priority list shall be allowable only when their cost effectiveness has been determined to have a savings-to-investment ratio (SIR) of one or greater by the approved waiver advanced energy audit. All Subgrantees shall use the National Energy Audit Tool (NEAT) for all site-built dwellings and the Manufactured Home Energy Audit (MHEA) for manufactured dwellings.

Commonly installed measures include combustion appliance safety test, carbon monoxide alarms, infiltration reduction, and ceiling insulation.

Energy Audit Procedures

All Subgrantees shall use the National Energy Audit Tool (NEAT) for all site-built dwellings and the Manufactured Home Energy Audit (MHEA) for manufactured dwellings. Subgrantees have been approved to use NEAT for multi-family dwellings as per contractual protocols. Approximately 40 percent of all dwellings weatherized in California are multi-family dwellings.

CSD received approval from DOE to use NEAT/MHEA as the waiver energy audit on July 10, 1998. Priority List Measures received approval on May 21, 1999. Renewal of the audit tools and priority list measures is pending.

Final Inspections

The CSD contract with Subgrantees requires a review and inspection of all dwellings weatherized. A statement certifying that all required measures were installed in accordance with contract requirements and the CSD Weatherization Installation Standards shall be noted on the front of the Building Check and Job Order Sheet and shall be signed and dated by the reviewer.

CSD will also have inspections of the installed weatherization measures performed by a third party. The development of standards for the installation of weatherization measures and inspections of homes weatherized by energy

providers will help assure that weatherization measures are being installed properly. These inspections will be comprised of a statewide random sampling of the homes weatherized.

Analysis of Effectiveness

In evaluating the effectiveness of Subgrantees and determining their need for training and/or technical assistance, criteria such as the lack of units completed, the number and complexity of the measures applied to completed units, the number and types of inspection findings, the percentage of contracted funds expended, and a high level of Subgrantee staff turnover will be assessed. CSD's Field Representatives, who also review the percentage of funds expended and percentage of goals attained, will base the evaluation of each Subgrantee's effectiveness on the findings during desk and on-site programmatic evaluations.

Health and Safety

Subgrantees will be authorized to mitigate health and safety hazards within the scope of the weatherization program pursuant to the CSD Health & Safety Plan, CSD LI-WAP Policies and Procedures and CSD Weatherization Standards. Subgrantees shall correct all safety hazards resulting from weatherization measure installation and relating to heating/cooling sources such as combustion appliances (carbon monoxide, back-drafting, etc) and indoor air quality (adding mechanical ventilation, addressing excessive moisture, and installing carbon monoxide alarms). A combustion appliance safety check shall be performed on all dwelling units that contain gas appliances. Clients are informed in writing of any health and safety issues that are found in the dwelling that cannot be remediated within the parameters of the weatherization program.

Subgrantees will work in a lead-safe manner and will comply with the Environmental Protection Agency rules in 40 CFR Part 745, Lead; Requirements for Hazard Education Before Renovation of Target Housing; Final Rule, on applicable dwellings and the CSD Lead-Safe Weatherization Policy.

Subgrantees' average expenditure for health and safety hazard mitigation will be limited to a maximum of twenty-five percent (25%) of total program expenditures. Health and safety costs will be tracked on a separate line item in the budget and the expenditure reports and will not be included in the average cost per dwelling.

Rental Procedures

To ensure that the benefits of weatherization to occupants of rental units are protected, CSD's contracts with Subgrantees include this language: "Contractor shall assure that owners and renters receive equitable treatment under this program."

The following language is included on all energy service for rental units agreement forms and is signed by the landlord, or his agent, prior to the dwelling receiving weatherization services:

By signing this form, the owner or owner's agent and the tenant grant the contractor permission to enter the dwelling unit and to perform or install rehabilitation, minor home repair, and/or weatherization measures, depending on the program(s) to the above-described unit and agree to the following:

1. The owner or owner's agent shall not raise the rent of the unit or evict the unit's resident because of the increased value of the unit due solely to rehabilitation, minor home repair, and/or weatherization measures provided by the contractor.
2. The owner or owner's agent and the tenant shall retain all applied measures in the residence where installed.
3. The tenant authorizes the contractor access to utility company record to obtain only energy usage data for a period of one year before and one year after rehabilitation, minor home repair, and/or weatherization measures are installed.

No particular type of dwelling was identified as being more prone to higher energy consumption, and single-family, multi-family, owner-occupied, and rental units are accorded equal consideration for service provision.

DOE funds may be used to weatherize the entire building containing multiple dwelling units, only if, the dwelling units occupied by eligible applicants represent at least sixty-six percent (66%) of the total units within the building. In order to weatherize a building that contains two units or four units, at least fifty percent (50%) of the dwelling units must be eligible.

Subgrantees shall be encouraged to weatherize group homes, rooming houses, and shelters, particularly those for the homeless, battered, or troubled. Specific criteria must be met to ensure eligibility of the group home, rooming house, or shelter. The eligibility of facilities occupied by transient persons may be certified by the owner/manager based on the facility policy of limiting occupancy to those meeting contract eligibility requirements. If a group home or rooming house does not qualify as a multi-family structure, income eligibility is based on all occupants as a group, and the building must be weatherized as a single dwelling unit.

Where occupancy by otherwise eligible occupants is not maintained as a permanent residence, occupancy must be limited to no more than ninety (90)

days, and whether or not rent is paid has no effect on eligibility. Payment will be based on the unit's qualifying as a multi-family structure or a group home.

Energy audits using NEAT are required for multi-family dwellings. Only those measures having a SIR or 1 or above are allowed.

Program Management

Organization

CSD is one of several departments under the auspices of the California Health and Human Services Agency (CHHSA). The weatherization program within CSD consists of a team approach using Program Analysts, Field Representatives, the Fiscal and Contracts Units, and an outside consultant.

CSD has 41 weatherization service providers statewide. These service providers also provide LIHEAP-funded services. Because of the coordination of services between these weatherization programs, a number of dwelling units will have measures installed using funds from DOE WAP and Department of Health and Human Services (DHHS) LIHEAP funds. The Subgrantee Information section of the Annual File lists CSD's Subgrantees, addresses, service areas, types of organizations, tentative allocations, congressional districts, and dwelling unit goals.

Administrative Expenditure Limits

CSD will retain five percent (5%) of the allowable ten percent (10%) administrative funds; Subgrantees will also receive five percent (5%) for administration. Subgrantees allocated \$350,000 or less will be provided the opportunity to apply to CSD for approval to use up to an additional five percent (5%) of their funding for administration. Each written request will be decided on a case-by-case basis. See Attachment D, Application for Additional Administrative Funds, for CSD forms and criteria used.

Monitoring -- Approach

CSD will conduct an on-site monitoring visit of all Subgrantees annually. These assessments will include a comprehensive review of each Subgrantee including its latest financial audit.

If it has been determined that a Subgrantee cannot fulfill their contractual obligations, steps may be implemented to redistribute any remaining allocated funds to other Subgrantees. These funds will be redistributed to the nearest Subgrantee, if feasible, to provide services in the same general geographical area.

Training and technical assistance funds will be used to perform an annual assessment of each Subgrantee, consisting of both a desk review and an

on-site monitoring visit. A desk review by Field Representatives is required to perform an analysis of each of their assigned Subgrantees in order to develop a systematic approach to scheduling program evaluations. Areas to be focused on through on-site monitoring visits include: review of client file folders for supporting documentation of program eligibility; a Subgrantee signature and date on the Intake and Job Order Sheet to certify that all required measures were installed per contract requirements and CSD Installation Standards; weatherization material inventory systems and controls; internal controls to discourage waste, fraud, and abuse of agency assets; cost-effective weatherization measures; weatherization crew safety procedures; and providing client education and materials relating to the care and cost-effectiveness of the measures installed.

Training and Technical Assistance – Approach

When Subgrantee staff turnover is identified, CSD Program Analysts will assist in scheduling new employees to attend an appropriate utility company weatherization training center class. CSD strongly endorses such training as a means of increasing the quality of weatherization services provided to low-income clients. CSD will also coordinate Subgrantee staff training at the utility company weatherization training centers on the use of blower doors, carbon monoxide testers, and draft gauges as weatherization diagnostic tools. Subgrantees are required to maintain a list for review of weatherization employees and the dates and method of training for basic weatherization, combustion appliance safety, and lead-safe weatherization procedures.

Problems identified through desk reviews and field visits that can be resolved through training and technical assistance will be handled by the Field Representatives and/or other CSD staff, outside consultants, and occasionally by staff brought in from other agencies.

All new CSD weatherization staff shall attend a five-day weatherization training course, which includes both theory and hands-on curricula, conducted by the Pacific Gas and Electric Company (PG&E) at its weatherization training facility in Stockton. Appropriate CSD staff will receive updated training as needed (i.e., lead-safe practices).

Allocation Formula

CSD, working in conjunction with a representative group of service providers, updated and developed a new allocation formula effective Program Year 2004. The formula consists of three factors: 2000 census

and heating and cooling degree day data and updated utility cost information. When applying the new three-factor formula, several of the Subgrantees experienced large disparities from their previous funding. In order to ease the burden on those Subgrantees who experience more than a 10% shift in funding, any carryover determined during the program year will be included in the following program year to help offset the differences over the next five years. The carryover will not be incorporated and allocated during the year it is determined to exist since it is uneconomical and burdensome to allocate the historically small amount of funds through the Department's contract process. This method, which is consistent with the Department's LIHEAP weatherization program, will be applicable through Program Year 2008 at which time the procedure will be re-evaluated.

Natural Disaster Relief Plan

The purpose of California's Department of Energy (DOE) Disaster Relief Plan is to provide emergency services to low-income individuals and families affected by a disaster as determined by a Presidential or Gubernatorial order declaring either a Federal or State Emergency. The plan will be in effect for a minimum of six months but could be extended dependent upon the anticipated recovery period.

Disaster relief services are only available to qualified low-income households directly affected by the declared disaster. Subgrantees may re-prioritize service requests from these households so that timely weatherization and re-weatherization services can be provided. Dwellings may only be provided repairs or weatherization services that are not paid for by insurance or reimbursed by any other source. Any home damaged by disaster can be reweatherized without regard to date of the original weatherization.

For qualified households, the unit allowance will be increased to the maximum reimbursement for a state of emergency as permitted in the DOE WAP Contract. The maximum is calculated at approximately 15% higher than the most current average per weatherized dwelling unit as established by DOE. The maximum limit for minor envelope repairs will be equivalent to the maximum reimbursement per unit dwelling.

Relief services shall include but are not necessarily limited to the following activities in order of priority:

1. All health & safety measures that are within the scope of the weatherization program are given first priority. Health & safety measures can also be expanded to address specific needs of the clientele such as site clean-up and temporary heating sources.
2. Secondary priority will be given to a specific list of weatherization measures that will be established as the most beneficial for the type of disaster. The need for these measures must be due to a direct result of the disaster; otherwise, the order of their installation reverts back to normal weatherization policies and procedures. For each emergency, CSD will seek approval from DOE regarding the priority of these measures and the abandonment of applicable NEAT energy audit requirements.
3. All remaining measures are to be installed in order of priority in accordance with the CSD Low-Income Weatherization Assistance Program Policies and Procedures.

4. Technical assistance may be provided to residents, builders, contractors, and others who are involved in the recovery efforts to aid in achieving the energy efficiency goals of the program.

Prior to initiating disaster relief services, Subgrantees will be required to submit a written plan to CSD outlining the services to be provided and to report activities, expenditures, and demographics as required by the weatherization program.

Annual Heating and Cooling Degree Days

for Selected California Locations

County	Weather Station Location	Cooperative Station ID #	Cooling Degree Days (65° Base)	Heating Degree Days (65° Base)	DOE Climate Zone
Alameda	Berkeley	40693	142	2,857	4
Alameda	Livermore	44997	858	2,755	4
Alameda	Newark (Oakland)	46144	530	2,367	4
Alameda	Oakland Museum	46336	377	2,400	4
Alameda	Tracy Pumping Plant	49001	1,470	2,421	4
Alameda	Upper San Leandro	49185	261	2,810	4
Alpine	Markleeville	45356	97	7,091	1
Alpine	Twin Lakes	49105	25	8,874	1
Alpine	Woodfords	49775	356	6,059	2
Amador	Electra Power House	42728	1,218	2,854	4
Amador	Salt Springs Power House	47689	1,015	3,828	4
Amador	Tiger Creek PH	48928	788	4,058	3
Butte	Chico University Farm	41715	1,334	2,945	4
Butte	De Sabla	42402	806	4,040	3
Butte	Oroville	46521	1,422	2,818	4
Butte	Paradise	46685	1,464	3,145	4
Calaveras	Calaveras Big Trees	41277	308	5,924	2
Calaveras	Camp Pardee	41428	1,534	2,758	4
Colusa	Colusa 2 SSW	41948	1,401	2,702	4
Colusa	East Park Reservoir	42640	1,082	3,498	4
Contra Costa	Antioch Pump Plant #3	40232	1,179	2,714	4
Contra Costa	Martinez Water Plant	45378	786	2,757	4
Contra Costa	Mount Diablo Junction	45915	983	3,245	4
Contra Costa	Richmond	47414	184	2,720	4
Del Norte	Crescent City 3 NNW	42147	6	4,687	3
Del Norte	Klamath	44577	5	4,514	3
El Dorado	Placerville	46960	1,164	3,324	4
El Dorado	Placerville IFG	46962	1,470	3,235	4
El Dorado	Tahoe Valley AP	48762	38	8,300	1
Fresno	Auberry 2 NW	40379	1,922	2,868	4
Fresno	Balch Power House	40449	1,794	3,045	4
Fresno	Coalinga	41864	2,204	2,234	5
Fresno	Five Points 5 SW	43083	1,784	2,446	4
Fresno	Fresno Yosemite FAT (Intl)	43257	1,963	2,447	4
Fresno	Friant Government Camp	43261	1,708	2,672	4
Fresno	Huntington Lake	44176	93	6,992	2
Fresno	Orange Cove	46476	1,857	2,538	4
Glenn	Orland	46506	1,581	2,630	4
Glenn	Stony Gorge Reservoir	48587	1,376	3,268	4
Glenn	Willows 6 W	49699	1,358	2,874	4
Humboldt	Eureka WFO Woodley IS	42910	7	4,403	3
Humboldt	Grizzly Creek State Park	43647	38	4,610	3
Humboldt	Orick Prairie Creek Pk	46498	3	5,005	3
Humboldt	Orleans	46508	831	3,389	4
Humboldt	Richardson Grove St. Pk.	47404	500	3,743	4
Humboldt	Scotia	48045	47	3,793	4
Humboldt	Shelter Cove AV	48163	92	3,266	4
Humboldt	Willow Creek 1	49694	887	3,566	4
Imperial	Brawley 2 SW	41048	3,733	1,155	5
Imperial	El Centro 2 SSW	42713	3,952	1,080	5
Imperial	Imperial	44223	3,764	1,115	5
Inyo	Bishop AP	40822	1,003	4,314	3
Inyo	Death Valley	42319	5,296	1,257	5
Inyo	Deep Springs College	42331	843	5,293	3

Annual Heating and Cooling Degree Days

for Selected California Locations

County	Weather Station Location	Cooperative Station ID #	Cooling Degree Days (65° Base)	Heating Degree Days (65° Base)	DOE Climate Zone
Inyo	Haiwee	43710	1,441	3,784	4
Inyo	Independence	44232	1,804	3,579	4
Inyo	Wildrose R S	49671	1,623	3,663	4
Kern	Bakersfield Kern Co AP	40442	2,286	2,120	5
Kern	Buttonwillow	41244	1,857	2,668	4
Kern	Glennville	43463	427	4,466	3
Kern	Inyokern	44278	2,340	2,633	5
Kern	Kern River PH 1	44520	3,236	1,645	5
Kern	Kern River PH 3	44523	1,593	3,103	4
Kern	Maricopa	45338	2,334	2,190	5
Kern	Mojave	45756	1,976	2,835	4
Kern	Randsburg	47253	1,965	3,134	4
Kern	Tehachapi	48826	677	4,301	3
Kern	Tejon Rancho	48839	1,960	2,555	4
Kern	Wasco	49452	1,990	2,434	4
Kings	Corcoran Irrigation	42012	1,909	2,507	4
Kings	Hanford 1 S	43747	1,724	2,749	4
Kings	Lemoore Reeves NAS	823110	1,680	2,660	4
Lake	Clearlake 4 SE	41806	753	3,804	4
Lake	Lakeport	44701	793	3,698	4
Lassen	Doyle 4 SSE	42506	314	6,013	2
Lassen	Susanville 2 SW	48702	390	6,168	2
Lassen	Termo 1 E	48873	134	7,734	1
Los Angeles	Avalon Pleasure Pier	40395	749	1,589	4
Los Angeles	Burbank WB Airport	41194	1,455	1,575	4
Los Angeles	Canoga Park Pierce College	41484	1,485	1,822	4
Los Angeles	Culver City	42214	959	1,344	4
Los Angeles	Dry Canyon Reservoir	42516	1,139	2,502	4
Los Angeles	Fairmont	42941	1,608	3,199	4
Los Angeles	Lancaster ATC	44749	1,733	3,241	4
Los Angeles	Long Beach AP	45085	1,186	1,211	4
Los Angeles	Los Angeles Downtown	45115	1,506	928	4
Los Angeles	Los Angeles Intl AP	45114	679	1,274	4
Los Angeles	Montebello	45790	1,837	949	4
Los Angeles	Mt Wilson No 2	46006	969	3,995	4
Los Angeles	Palmdale	46624	1,998	2,704	4
Los Angeles	Pasadena	46719	1,558	1,398	4
Los Angeles	Pearblossom	46773	1,801	2,908	4
Los Angeles	Pomona Fairplex	47050	1,191	1,718	4
Los Angeles	San Gabriel Fire Dept.	47785	1,575	1,295	4
Los Angeles	Sandberg	47735	1,066	4,146	3
Los Angeles	Santa Monica Pier	47953	429	1,803	4
Los Angeles	Torrance	48973	742	1,526	4
Los Angeles	UCLA	49152	893	1,364	4
Madera	Madera	45233	1,706	2,670	4
Marin	Kentfield	44500	557	2,567	4
Marin	San Rafael Civic Center	47880	451	2,621	4
Mariposa	South Entrance Yosemite	48380	131	6,513	2
Mariposa	Yosemite Park Headquarters	49855	828	4,759	3
Mendocino	Covelo	42081	684	3,925	4
Mendocino	Fort Bragg 5 N	43161	6	4,266	3
Mendocino	Point Arena	47009	4	4,332	3
Mendocino	Potter Valley P	47109	745	3,429	4
Mendocino	Ukiah	49122	843	3,083	4

Annual Heating and Cooling Degree Days

for Selected California Locations

County	Weather Station Location	Cooperative Station ID #	Cooling Degree Days (65° Base)	Heating Degree Days (65° Base)	DOE Climate Zone
Mendocino	Willits 1 NE	49684	193	4,302	3
Merced	Los Banos	45118	1,547	2,570	4
Merced	Los Banos Det. Reservoir	45120	1,726	2,490	4
Merced	Merced	45532	1,578	2,602	4
Merced	San Luis Dam	47846	1,486	2,625	4
Modoc	Adin R S	40029	300	5,988	2
Modoc	Alturas	40161	212	6,808	2
Modoc	Canby 3 SW	41476	199	6,842	2
Modoc	Cedarville	41614	420	6,589	2
Modoc	Fort Bidwell	43157	281	6,653	2
Modoc	Jess Valley	44374	158	7,575	1
Mono	Bodie	40943	4	9,770	1
Mono	Bridgeport	41072	37	8,439	1
Mono	Lee Vining	44881	281	6,513	2
Monterey	King City	44555	598	2,384	4
Monterey	Monterey	45795	74	3,080	4
Monterey	Priest Valley	47150	653	3,946	4
Monterey	Salinas AP	47669	210	2,755	4
Monterey	Salinas No. 2	47668	131	2,819	4
Napa	Angwin Pac Union College	40212	659	3,426	4
Napa	Calistoga	41312	819	2,811	4
Napa	Markley Cove	45360	1,111	2,996	4
Napa	Napa State Hospital	46074	529	2,689	4
Napa	Saint Helena	47643	806	2,652	4
Nevada	Boca	40931	35	8,107	1
Nevada	Bowman Dam	41018	311	6,193	2
Nevada	Deer Creek Forebay	42338	692	4,739	3
Nevada	Donner Memorial State Park	42467	44	8,284	1
Nevada	Grass Valley No. 2	43573	612	4,287	3
Nevada	Lake Spaulding	44713	179	6,321	2
Nevada	Nevada City	46136	689	4,565	3
Nevada	Sagehen Creek	47641	6	8,741	1
Nevada	Truckee R S	49043	100	7,591	1
Orange	Anaheim	40192	1,294	1,286	4
Orange	El Toro MCAS	893101	1,183	1,461	4
Orange	Laguna Beach	44647	666	1,756	4
Orange	Newport Beach Harbor	46175	543	1,715	4
Orange	Santa Ana Fire Station	47888	1,299	1,153	4
Orange	Tustin Irvine R.	49087	1,102	1,794	4
Placer	Auburn	40383	1,366	2,992	4
Placer	Blue Canyon	40897	423	5,545	2
Placer	Colfax	41912	1,116	3,512	4
Placer	Tahoe City	48758	47	7,616	1
Plumas	Canyon Dam	41497	247	6,609	2
Plumas	Chester	41700	184	6,743	2
Plumas	Portola	47085	106	7,303	1
Plumas	Quincy	47195	364	5,490	3
Riverside	Beaumont 1 E	40609	1,572	2,146	4
Riverside	Blythe	40924	3,977	1,295	5
Riverside	Blythe AP	40927	4,166	1,226	5
Riverside	Corona	42031	1,534	1,599	4
Riverside	Eagle Mountain	42598	4,277	1,131	5
Riverside	Elsinore	42805	1,874	1,924	4
Riverside	Hayfield Pumping Plant	43855	3,196	1,588	5

Annual Heating and Cooling Degree Days

for Selected California Locations

County	Weather Station Location	Cooperative Station ID #	Cooling Degree Days (65° Base)	Heating Degree Days (65° Base)	DOE Climate Zone
Riverside	Idyllwild Fire Department	44211	333	5,071	3
Riverside	Indio Fire Station	44259	4,388	903	5
Riverside	Mecca Fire Station	45502	3,958	1,118	5
Riverside	Palm Springs	46635	4,224	951	5
Riverside	Riverside Citrus Exp Stn	47473	1,697	1,674	4
Riverside	Riverside Fire Station	47470	1,863	1,475	4
Riverside	San Jacinto R S	47813	1,903	1,914	4
Riverside	Sun City	48655	1,710	2,123	4
Riverside	Thermal Rgnl AP	48892	3,916	1,141	5
Sacramento	Folsom Dam	43113	1,528	2,532	4
Sacramento	Sacramento 5 ESE	47633	1,597	2,226	4
Sacramento	Sacramento AP	47630	1,248	2,666	4
San Benito	Hollister 2	44025	405	2,724	4
San Benito	Pinnacles National Monument	46926	882	2,907	4
San Bernardino	Baker	40436	3,607	2,011	5
San Bernardino	Barstow Fire Station	40521	2,566	2,294	5
San Bernardino	Big Bear Lake	40741	89	6,548	2
San Bernardino	Daggett Barstow DAG Airport	42257	2,915	2,228	5
San Bernardino	El Mirage Field	42771	1,370	3,616	4
San Bernardino	Fontana Kaiser	43120	1,905	1,351	4
San Bernardino	Iron Mountain	44297	4,476	1,156	5
San Bernardino	Lake Arrowhead	44671	462	5,450	3
San Bernardino	Mitchell Cavern	45721	2,066	2,902	5
San Bernardino	Mountain Pass	45890	1,494	4,105	3
San Bernardino	Needles AP	46118	4,545	1,227	5
San Bernardino	Parker Reservoir	46699	4,523	1,230	5
San Bernardino	Redlands	47306	1,714	1,904	4
San Bernardino	San Bernardino	47723	1,937	1,599	4
San Bernardino	Trona	49035	2,922	2,492	5
San Bernardino	TwentyNine Palms	49099	3,064	1,910	5
San Bernardino	Victorville Pump Plant	49325	1,735	2,929	4
San Diego	Alpine	40136	1,382	1,926	4
San Diego	Borrego Desert Park	40983	3,928	1,130	5
San Diego	Campo	41424	821	3,133	4
San Diego	Chula Vista	41758	862	1,321	4
San Diego	Cuyamaca	42239	457	4,988	3
San Diego	El Cajon	42706	1,371	1,560	4
San Diego	El Capitan Dam	42709	1,712	1,419	4
San Diego	Escondido No 2	42863	1,436	1,464	4
San Diego	Henshaw Dam	43914	786	3,651	4
San Diego	La Mesa	44735	1,261	1,313	4
San Diego	Oceanside Marina	46377	505	2,009	4
San Diego	Palomar Mountain Observatory	46657	963	4,060	3
San Diego	Ramona Fire Department	47228	1,036	2,192	4
San Diego	San Diego Lindburgh AP	47740	866	1,063	4
San Diego	San Diego Miramar NAS	893107	979	1,800	4
San Diego	San Diego N. Island NAS	893112	801	1,446	4
San Diego	San Pasqual Animal PK	47874	1,313	1,725	4
San Diego	Vista 2 NNE	49378	1,047	1,514	4
San Francisco	San Francisco Downtown	47772	164	2,589	4
San Francisco	San Francisco Oceanside	47767	17	3,653	4
San Joaquin	Lodi	45032	1,057	2,710	4
San Joaquin	Stockton AP	48558	1,456	2,563	4
San Joaquin	Stockton Fire Station	48560	1,203	2,686	4

Annual Heating and Cooling Degree Days

for Selected California Locations

County	Weather Station Location	Cooperative Station ID #	Cooling Degree Days (65° Base)	Heating Degree Days (65° Base)	DOE Climate Zone
San Joaquin	Tracy Carbona	48999	1,056	2,880	4
San Luis Obispo	Morro Bay Fire Dept.	45866	50	3,344	4
San Luis Obispo	Paso Robles	46730	785	2,932	4
San Luis Obispo	Paso Robles Mun PRB	46742	1,038	2,789	4
San Luis Obispo	Pismo Beach	46943	151	2,524	4
San Luis Obispo	San Luis Obispo	47851	476	2,129	4
San Mateo	Half Moon Bay	43714	11	3,737	4
San Mateo	Pacifica 4 SSE	46599	72	3,247	4
San Mateo	Redwood City	47339	422	2,764	4
San Mateo	San Francisco Intl AP	47769	142	2,862	4
San Mateo	San Gregorio 2 SE	47807	32	3,629	4
San Mateo	Woodside Fire Station	49792	569	2,769	4
Santa Barbara	Cachuma Lake	41253	970	1,994	4
Santa Barbara	Lompoc	45064	322	2,241	4
Santa Barbara	New Cuyama Fire Station	46154	996	3,321	4
Santa Barbara	Santa Barbara	47902	470	1,902	4
Santa Barbara	Santa Barbara Muni AP	47905	482	2,121	4
Santa Barbara	Santa Maria Public AP	47946	121	2,783	4
Santa Barbara	Twitchell Dam	49111	487	2,199	4
Santa Clara	Gilroy	43417	913	2,278	4
Santa Clara	Los Gatos	45123	613	2,641	4
Santa Clara	Mount Hamilton	45933	747	4,521	3
Santa Clara	Palo Alto	46646	452	2,584	4
Santa Clara	San Jose	47821	811	2,171	4
Santa Cruz	Ben Lomond No 4	40673	400	2,871	4
Santa Cruz	Santa Cruz	47916	162	2,836	4
Santa Cruz	Watsonville Waterworks WVI	49473	123	3,083	4
Shasta	Burney	41214	196	6,495	2
Shasta	Hat Creek	43824	314	5,685	2
Shasta	Manzanita Lake	45311	90	7,486	1
Shasta	Redding Municipal AP	47304	1,741	2,961	4
Shasta	Shasta Dam	48135	1,884	2,894	4
Shasta	Whiskeytown Reservoir	49621	1,628	3,240	4
Sierra	Downieville	42500	438	4,782	3
Sierra	Sierra City	48207	492	5,183	3
Sierra	Sierravilla R S	48218	119	6,884	2
Siskiyou	Callahan	41316	315	5,493	3
Siskiyou	Cecilville	41606	615	5,116	3
Siskiyou	Dunsmuir Treatment Plant	42574	503	4,711	3
Siskiyou	Happy Camp Ranger Station	43761	671	4,255	3
Siskiyou	Lava Beds National Monument	44838	387	6,395	2
Siskiyou	McCloud	45449	368	5,641	2
Siskiyou	Mount Shasta	45983	235	5,991	2
Siskiyou	Tulelake	49053	154	7,003	1
Siskiyou	Weed Fire Dept.	49499	271	6,023	2
Siskiyou	Yreka	49866	550	5,550	2
Solano	Fairfield	42934	975	2,649	4
Solano	Lake Solano	44712	1,420	2,716	4
Solano	Vacaville	49200	1,498	2,410	4
Sonoma	Cloverdale	41838	1,127	2,639	4
Sonoma	Fort Ross	43191	6	4,234	3
Sonoma	Graton	43578	288	3,179	4
Sonoma	Healdsburg	43875	853	2,501	4
Sonoma	Petaluma Fire Station	46826	385	2,741	4

Annual Heating and Cooling Degree Days

for Selected California Locations

County	Weather Station Location	Cooperative Station ID #	Cooling Degree Days (65° Base)	Heating Degree Days (65° Base)	DOE Climate Zone
Sonoma	Santa Rosa	47965	526	2,694	4
Sonoma	Sonoma	48351	717	2,647	4
Sonoma	Warm Springs DA	49440	624	2,962	4
Stanislaus	Modesto City-County AP	45738	1,570	2,358	4
Stanislaus	Newman	46168	1,449	2,680	4
Stanislaus	Turlock #2	49073	1,506	2,519	4
Sutter *	Yuba City	n/a	1,762	2,437	4
Tehama	Mineral	45679	81	7,384	1
Tehama	Red Bluff WB AP	47292	1,926	2,647	4
Trinity	Big Bar 4 E	40738	939	3,831	4
Trinity	Trinity River Hatchery	49026	641	4,527	3
Trinity	Weaverville	49490	664	4,721	3
Tulare	Ash Mountain	40343	1,976	2,741	4
Tulare	Grant Grove	43551	155	6,844	2
Tulare	Lemon Cove	44890	1,939	2,336	4
Tulare	Lindsay	44957	1,707	2,505	4
Tulare	Lodgepole	45026	31	8,399	1
Tulare	Porterville	47077	2,246	2,053	5
Tulare	Three Rivers Edison PH1	48917	1,983	2,615	4
Tulare	Visalia	49367	1,685	2,588	4
Tuolumne	Cherry Valley Dam	41697	656	4,942	3
Tuolumne	Hetch Hetchy	43939	619	4,740	3
Tuolumne	Sonora R S	48353	1,030	3,618	4
Ventura	Ojai	46399	989	2,092	4
Ventura	Oxnard (Camaril	46569	404	1,935	4
Ventura	Santa Paula	47957	602	1,904	4
Yolo	Brooks Farnham Ranch	41112	1,393	2,815	4
Yolo	Davis 2 WSW Exp Farm	42294	1,127	2,853	4
Yolo	Winters	49742	1,640	2,527	4
Yolo	Woodland 1 WNW	49781	1,417	2,683	4
Yuba	Dobbins 1 S	42456	969	3,418	4
Yuba	Marysville	45385	1,687	2,488	4
Yuba	Strawberry Valley	48606	312	5,298	3

Reference: National Oceanic & Atmospheric Administration (NOAA), Annual Degree Days to Selected Bases, 1971-2000, released 6/20/02.

If a city or a nearby location where the services are being provided is not listed herein, Subgrantees should contact the local building department to determine the annual heating and cooling degree days. If this information is not available locally, Subgrantees shall exercise their best judgment based on information from similar climate areas.

* There was no weather station available for Sutter County from the NOAA listing used. HDD and CDD were calculated by using an average between Red Bluff (47292) and Sacramento 5 ES (47633).

Energy Conservation Priority List

The energy audit will be used to ascertain those energy conservation measures that are most energy efficient for the dwelling. Prior to using the energy audit, the Subgrantees shall perform the activities of outreach, intake, dwelling assessment, health and safety, minor envelope repairs, and infiltration reduction based on blower-door technology in dwellings. Based on the data provided by the six NEAT pilot Subgrantees during Program Year 1998 and as approved by DOE, the following energy conservation measures shall be installed where feasible in site-built single family dwellings, and small multi-family dwellings (less than five [5] units):

Climate Zone 4 (less than 2,000 CDD and less than 4,000 HDD)

- Setback/smart thermostats
- Attic insulation
- Floor insulation
- Lighting retrofits (to compact florescent lights)

Climate Zone 5 (2,000 CDD or more and less than 4,000 HDD)

- Setback/smart thermostats
- Attic insulation
- Evaporative cooler
- Storm windows for slab-on-grade site-built single family dwellings and small multi-family dwellings only

All other units that do not meet the criteria for using the priority list will require an energy audit.

General Heat Waste Measures

In addition to the above energy conservation measures priority lists, Subgrantees shall install the following general heat waste measures in all types of dwellings if feasible, including multi-unit dwellings and manufactured homes:

- Evaporative cooler covers and air conditioner vent covers
- Water heater blankets
- Insulation of up to the first five feet of water pipes
- Water flow restrictors

To install other energy conservation measures in site-built dwellings or in multi-unit dwellings (five or more units), the Subgrantee must use the NEAT or MHEA energy audit and install only those feasible energy conservation measures at or above a savings-to-investment ratio of one.

Notices of Public Hearing

Public notices were published in the following newspapers:

La Opinion
Los Angeles CA

Published on April 11, 2008

Record Searchlight
Redding CA

Published on April 11, 2008

Sacramento Bee
Sacramento CA

Published on April 11, 2008

DOE APPLICATION FOR ADDITIONAL ADMINISTRATIVE FUNDS

Agency					DOE Contract Number	
SECTION A - ADDITIONAL ADMINISTRATION FUND CALCULATION						
Funding Source	Total Funding	Prorated Administrative Costs	Maximum Allowable Administration	Overage (Shortage)	Additional DOE Admin. Requested	Percent Increase (Max. 5%)
DOE						
LIHEAP						
CSBG						
HCD						
Utility Program:						
Other:						
Other:						
Other:						
TOTAL						
SECTION B - JUSTIFICATION FOR REQUEST						
SECTION C - ADMINISTRATIVE FUND ALLOCATION METHODOLOGY						
SECTION D - AUTHORIZATION						
Authorized Name/Title (Please Print)			Authorized Signature			
Email Address			Telephone Number		Date	
CSD USE ONLY						
Approved <input type="checkbox"/>		Denied <input type="checkbox"/>		Date		
Increase Approved:		% Reason for Denial:				
CSD Name/Title (Please Print)			CSD Authorized Signature			

DOE APPLICATION FOR ADDITIONAL ADMINISTRATIVE FUNDS
CSD 574 (Rev. 04/04/08)
Instructions

General Instructions

- Use the form to request up to an additional 5% of administration funds for the DOE Weatherization Assistance Program.
- Additional administrative funds are not available to those agencies whose total DOE allocation exceeds \$350,000 in a program year.
- *There is no contractor's equivalent allowed for this form.*

Section A
Additional Administrative
Fund Calculation

- Enter all of the Agency's Funding Sources (Column A).
- Enter all of the Agency's total funding for each source under Total Funding (Column B).
- Enter the Prorated Allowable Administrative Costs for all of the agency's funding sources.
- Enter the maximum allowable administrative costs for each of the agency's programs under Maximum Allowable Administration.
- If the prorated administrative cost is larger than administrative cost, subtract Column D from Column C. If the total administrative cost is larger than the prorated administrative cost, then subtract Column C from Column D, the result is your (OVERAGE) or (SHORTAGE).
- Enter the total amount of the additional administrative costs required. The amount of Additional Administrative Requested cannot exceed 10% of the net of the total contract allocation less any
- Enter the amount of the percent increase.
- **EXAMPLE:**

A.	B.	C.	D.	E.	F.	G.
Funding Source	Total Funding	Prorated Admin. Costs	Max. Allowable Admin.	Overage (Shortage)	Add. Admin. Requested	% Increase (Max. 5%)
DOE	\$50,000	\$7,000	\$2,500	{ \$4,500 }	\$2,500	5%
OTHER	\$450,000	\$63,000				
TOTAL	\$500,000	\$70,000	\$2,500	(\$4,500)	\$2,500	

Column

- B. Agency's total funding of \$500,000 ÷ by DOE funding of \$50,000 DOE funding comprises 10% of the agency's total funding.
- C. To find prorated administration costs, multiply the percentage of DOE funds by agency's total Prorated Administrative Costs.
 $\$70,000 \times 10\% = \$7,000$.
- D. To find maximum allowed administration cost, multiply agency's DOE funding by 5%.
 $\$50,000 \times 5\% = \$2,500$.
- E. Shortage \$4,500. (Column C – Column D.)
- F. Allowed additional administration costs. $\$50,000 \times 10\% = \$5,000$.
Note: The percent increase cannot exceed a total of 10%.
 $(5\% + 5\% = 10\%)$
- G. 5% increase. (Column F / Column B)

Section B
Justification for Request

- Describe the justification for the request.

Section C
Administrative Fund
Allocation Methodology

- Describe the methodology used for allocating administrative expenditures between the listed funding sources.

DOE APPLICATION FOR ADDITIONAL ADMINISTRATIVE FUNDS WORKSHEET

Requesting Agency		DOE Allocation		Submittal Date	
1.	Does the total DOE allocation of the agency exceed \$350,000?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
2.	Has the contractor completed all sections of the application?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
3.	Has the DOE data shown on the request form been verified, i.e., calculations, funding sources, etc.?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
Comments:					
4.	Has the agency shown a need for additional DOE administrative funding?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
Explain:					
5.	Is the methodology used for allocating administrative funds pass audit's review?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
Enter audit staff member you consulted with.					
Explain:					
6.	Are CSBG funds being used for DOE adminstration and other programs?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, explaining how are they being used:					
APPROVAL					
What is the recommendation of the Field Representative?			<input type="checkbox"/> APPROVE	<input type="checkbox"/> DISAPPROVE	
Explain:					
Field Representative Signature		Date	Area Supervisor's Signature		Date
Program Manager's Signature		Date	Deputy Director's Approval		Date

DOE APPLICATION FOR ADDITIONAL ADMINISTRATIVE FUNDS WORKSHEET
CSD 574 (Rev. 4/14/08)
Instructions

General Instructions

- This form is to be used by CSD Field Representatives to evaluate a DOE Application for Additional Administrative Funds CSD 575.
 - Agencies with DOE allocations that exceed \$350,000 do not qualify for additional administrative funds.
-

Review Criteria

- Review the form for:
 - Clear explanations and justifications
 - Completeness
 - Correct calculations
 - Inclusion of all applicable funding sources
 - Determine if the agency shows an adequate need for additional DOE administrative funding. This may be indicated by evidence of insufficient funds to provide for an adequate staff of accountants or other personnel.
 - Consult with CSD audit staff regarding the methodology for allocation administrative funds between programs to determine if the methodology is acceptable.
 - Large agencies with multiple funding sources and large budgets should be scrutinized to determine how their prorated administrative costs are computed and toward what funding sources.
 - Review all CSD programs and determine how CSBG funds are being used for DOE administration and other programs.
-